

## Principles

- 1.1 An applicant for a Higher Degree by Research course may request an exception to the standard attendance requirements for the purposes of remaining offshore for the duration of candidature. These guidelines have been developed to assist Faculties to determine if approval of offshore candidature is suitable for the individual or cohort of candidates.
- 1.2 Offshore candidature may be approved for individual applicants, domestic or international, seeking exception to normal attendance requirements, or individual candidates or a cohort of candidates in a higher degree research course covered by a Memorandum of Agreement or contract for an offshore arrangement.<sup>1</sup> For example, candidates enrolled in the Singapore PhD are exempted from the standard attendance requirements.

## Assessment of offshore applications

- 1.3 Factors to be considered by the Faculty in the assessment of offshore applications include:
  - a. compliance with the Quality Assurance Schedule in the contract for an offshore arrangement, if applicable<sup>2</sup>;
  - b. the need to obtain Faculty approval for any exception to normal attendance requirements unless covered by the contract for the offshore arrangement;
  - c. the need for any coursework in the research program to be completed on campus at the University unless the required unit or units are formally offered online;
  - d. the desirability of an interview with the applicant(s) to check English language proficiency<sup>3</sup> (if applicable) as well as research capability; and
  - e. any other pertinent matters such as visits by the offshore student(s) to Australia during candidature, availability and quality of supervision, and examination arrangements.
- 1.4 Factors to be considered by Faculty that may impact on progress during candidature of offshore applicants include:
  - a. Ongoing availability at the candidate's location of a competent contact person to ensure duty of care to the candidate;
  - b. Availability of and access to library and other facilities necessary for research at the

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<sup>1</sup> For further information, see [Study Abroad and Exchange Programs Policy & Procedure](#).

<sup>2</sup> Each contract for an offshore arrangement within the scope of the *Study Abroad Exchange Programs Policy* includes a Quality Assurance Schedule specifying requirements relating to the program of studies, admission, resources, delivery of the program at an offshore institution, assessment, student management, testamurs and transcripts.

<sup>3</sup> All applicants for admission including offshore applicants are required to meet University IELTS requirements. However, students who remain in a non-English speaking environment offshore may not maintain proficiency in English as easily. The Faculty may specify further development of English language proficiency in addition to entry requirements.

- candidate's location;
- c. Ability to maintain regular contact between the supervisors and the candidate including detailed communication at least once per calendar month through an agreed mode of communication;
  - d. Ability to ensure that where the research involves experimentation, appropriate facilities are available to the student and/or capacity for the supervisor to visit the site at such intervals as to ensure the quality of research being undertaken;
  - e. Ability to ensure that all appropriate risk management measures including research ethics are addressed;
  - f. Arrangements whereby the candidate should spend a period of at least 6 months (not necessarily continuously) at the University during the period of candidature, including at least one month during the first semester of candidature; and
  - g. Agreement at the time of admission on how the transport costs of the candidate and the supervisor will be met (normally it will be expected these costs will be borne by the candidate or the candidate's employer or sponsoring organisation or the Faculty).