

Transfer from Professional Doctorate to PhD

Assessment of Higher Degree by Research Candidate's Transfer Documentation, Transfer Seminar and PhD Research Proposal

Research candidates at the University of Canberra are required to present a Transfer seminar before being approved to change from a Professional Doctorate to a PhD. A minimum of two assessors (who meet examiners requirements, are qualified in the field, not the supervisors and not closely connected to the candidate or supervisors) are asked to complete the following report. This assessment is a critical evaluation of the student's potential to conduct research at the PhD level and the potential of the revised research proposal to yield a thesis at PhD level. After the seminar, the assessors meet the candidate and supervisors in closed session for further discussion.

Completed reports should be returned to the chair of the candidate's supervisory panel for forwarding to the Associate Dean (Research) of the Faculty or Director of the University Research Centre. The Associate Dean (Research) or Director will decide on the confirmation and forward the reports and recommendation to the Research Students' Office who will advise the candidate accordingly.

For further information on these requirements see *Higher Degrees by Research Enrolment and Changes to Candidature Policy* (Gold Book), Part 6, at <http://www.canberra.edu.au/research/policies/goldbook>

The chair of the candidate's supervisory panel should provide the assessors with copies of the following *at least a week before the seminar*:

- (a) The candidate's doctoral research proposal
- (b) Substantial written work (preferably at least two chapters of the draft thesis or equivalent for creative works)
- (c) UC requirements for the relevant doctoral degree (PhD) and thesis (from Part 7 of the Gold Book at <http://www.canberra.edu.au/research/policies/goldbook>), and
- (d) Any other information the supervisor considers relevant (*including advice on the time remaining for the candidate to complete the doctoral program on time*).

Candidate's Name

ID Number

Course in which candidate is currently enrolled

Course to which admission is sought (eg PhD Communication)

Research Area/Centre

Title of Research Project/Thesis

Supervisor's Name **Date**

Assessor's Details

| | | |
|---------|--------|------------|
| (Title) | (Name) | (Position) |
|---------|--------|------------|

Institution

Contact telephone **Email**

Assessor's Comments:

1. Has the candidate demonstrated an awareness of the differing requirements and standards necessary to complete the PhD?

(This section should make reference to extensive knowledge of the literature, methods and interpretations etc in the area of investigation.)

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2. Has the Candidate provided evidence they have the ability to work to meet the requirements and standards of a PhD?

(Comment should include reference to evidence provided by the candidate such as draft chapters, literature review and the previous progress report)

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3. Does the evidence provided by the candidate in the Transfer Seminar, establish a realistic working plan and timetable to submit the thesis within the time remaining for candidature?

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4. Please provide an assessment on whether the candidate's level of research and written work, as presented in the Transfer Seminar, is of the standard of a PhD.

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5. Please provide reasons for recommending a transfer.

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Assessor's Recommendation:

- Satisfactory** - Candidate should be confirmed in the PhD program
- Conditionally satisfactory** - Further work or action required as indicated below
- Unsatisfactory** - Candidate should not proceed in the PhD program

Nature of work or action required:

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Assessor's signature.....

Date.....

Thank you for your assistance

Please return this form, and all other transfer documents as soon as possible after the seminar to the chair of the candidate's supervisory panel who will forward it to the Associate Dean (Research) of the Faculty or Director of the University Research Centre.

Office Use Only

- Callista Data Entry completed
- C of E adjusted
- Visa requirements completed (where necessary)