

# Assessment of Higher Degree by Research Candidate's Upgrade Seminar and Doctoral Research Proposal

Research candidates at the University of Canberra are required to present an upgrade seminar before being approved to upgrade from a research masters degree to doctoral level. Two assessors (who 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 doctoral level and the potential of the revised research proposal to yield a thesis at the higher level. After the seminar, it is recommended that 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: policy and procedures* (Gold Book), Part 6, section 6.8.3 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 masters thesis or equivalent for creative works)
- (c) UC requirements for the relevant doctoral degree (PhD or PD) and thesis (from Part 3 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)
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**Institution** .....

**Contact telephone** ..... **Email** .....

## Assessor's Comments:

### 1. Has the candidate demonstrated the quality of work suitable for a doctoral degree?

(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. Does the candidate demonstrate the potential to conduct research at doctoral level?**

(Comment on the candidate's ability to demonstrate independent thinking and an insightful, diligent and resourceful approach to the research)

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**3. Does the revised research project as presented in the proposal and seminar have the potential to yield a thesis at doctoral level?**

(Comment should include reference to depth, originality, appropriate approach, suitability of methodology etc)

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**4. Does the evidence provided by the candidate establish a realistic working plan and timetable to submit the thesis within the time remaining for candidature?**

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5. Please make any additional comments, including identifying areas which you feel need more consideration.

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**Assessor's Recommendation:**

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

**Nature of work or action required:**

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**Assessor's signature**.....

**Date**.....

*Thank you for your assistance*

**Please return this form** 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.

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