

PhD Plus Credit for Previous Study

Candidate Cheat Sheet

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What's right for me?

	DESCRIPTION	APPLY FOR
PREVIOUS STUDY AT UC	I want to apply for unit credit for equivalent previous study of research methods and/or design units at the University of Canberra.	Apply for Credit – Internal Credit
PREVIOUS STUDY AT ANOTHER INSTITUTION	I want to apply for unit credit for equivalent previous study of research methods and/or design units for partially completed studies or completed qualifications at TAFE, CIT, a private college or another university.	Apply for Credit – External Credit

Requirements Outline

UNITS	REQUIRED DOCS	RECOMMENDED BY	APPROVED BY	PROCESSED BY
Internal Credit				
Required Units	The approver may request a copy of an Endorsement email .	Primary Supervisor	Dean of Graduate Research	Student Centre
Restricted Choice Units	The approver may request a copy of an Endorsement email .	Primary Supervisor	Associate Dean Research	Student Centre

UNITS	REQUIRED DOCS	RECOMMENDED BY	APPROVED BY	PROCESSED BY
External Credit				
Required Units	<ul style="list-style-type: none"> • Transcript • Unit outline/s • Endorsement email 	Primary Supervisor	Dean of Graduate Research	Student Centre
Restricted Choice Units	<ul style="list-style-type: none"> • Transcript • Unit outline/s • Endorsement email 	Primary Supervisor	Associate Dean Research	Student Centre

Application Steps

STEP 1 COURSE ADVICE	STEP 2 ENDORSEMENT	STEP 3 APPLY FOR CREDIT
<p>Candidate will discuss with their Primary Supervisor and decide whether they will apply for Credit for Previous Study.</p>	<p>The Primary Supervisor will provide the Candidate an Endorsement email endorsing the application for credit as per the Requirements Outline.</p>	<p>The Candidate will complete the Apply for credit form in MyUC under Course > Enrolment > Course credit</p> <p>The Candidate will select Internal or External credit and upload their Required Docs as per the Requirements Outline and Submit.</p>
STEP 4 APPROVAL	STEP 5 OUTCOME	STEP 6 PROCESSING
<p>Required Units: The Course Convenor (Dean of Graduate Research) will Approve or Reject the Credit Application.</p> <p>Restricted Choice Units: The faculty Associate Dean Research (ADR) will Approve or Reject the Credit Application.</p>	<p>Candidates will be notified of the outcome of their application within 5 weeks from the date of submission of the application.</p> <p>Candidates may be required to submit additional documents upon request of the Approver.</p>	<p><input checked="" type="checkbox"/> If Approved Student Centre will finalise the application. It takes up to 4 weeks days to process credit provided all the required evidence has been provided.</p> <p><input type="checkbox"/> If Rejected the Dean of Graduate Research/Associate Dean Research will email HDR Support to enrol Candidate into the required unit/s.</p>

Types of Required Documents

REQUIRED DOC	EXAMPLE
Endorsement email	an email from the Candidates Primary Supervisor endorsing application for credit for previous study.
Unit outline	a statement explaining how you achieved the learning outcomes of the unit you're seeking credit towards
Transcript	an official academic transcript (please ensure it is the "official" document, not an emailed statement of results or printout of a website)

Unit Outlines

You will need to determine if you can apply for credit by looking at the **Learning outcomes** in the **Unit outline** for the unit you are planning to apply for credit.

Required Units

UNIT	LEARNING OUTCOMES
Principles of Research PG (11681)	<ul style="list-style-type: none">• Critically evaluate the various research traditions and their epistemological foundations;• Formulate and validate research problems and related research aims;• Demonstrate comprehensive understanding of the Australian Code for the Responsible Conduct of Research and the ethical frameworks for research; and• Strategise approaches to effective communication of research proposals.
Practice of Research PG (11682)	<ul style="list-style-type: none">• Conceptually map and develop their doctoral research project, including milestones;• Strategise for time management, workload balance, and contingencies;• Reflect on their current capacity to manage the professional and practical elements of their research and evaluate challenges; and• Formulate strategies to problem solve challenges during the course of their candidature.

Restricted Choice Units

Click the unit links below for the restricted choice units. Scroll down to the **Unit outlines** section and **click on the unit outline for the semester of RPL you are applying for.**

FACULTY	UNIT NAME/CODE
Faculty of Arts & Design	<ul style="list-style-type: none">• Arts and Humanities Research PG (9682) 6 credit points — Level P• Creative Practice Research PG (9683) 6 credit points — Level P

	<ul style="list-style-type: none"> • Social Research Design PG (9684) 6 credit points — Level P
Faculty of Business, Government & Law	<ul style="list-style-type: none"> • Research Fundamentals PG (10386) 6 credit points — Level P • Reading and Critiquing Literature PG (10387) 6 credit points — Level P • Research Design PG (10388) 6 credit points — Level P
Faculty of Education	<ul style="list-style-type: none"> • Introduction to Statistics G (6554) 3 credit points — Level G • Education Research Project PG (7784) 3 credit points — Level P • Education Research Perspectives PG (9087) 3 credit points — Level P • Research Methods in Language Teaching and Learning PG (9630) 3 credit points — Level P • Research Fundamentals PG (10386) 6 credit points — Level P • Professional Project in TESOL/FLT PG (11394) 3 credit points — Level P
Faculty of Health	<ul style="list-style-type: none"> • Research Planning PG (6486) 3 credit points — Level P • Qualitative Research Practice in Health PG (9583) 3 credit points — Level P • Quantitative Research Practice in Health PG (9585) 3 credit points — Level P • Epidemiology and Principles of Research PG (9594) 3 credit points — Level P
Faculty of Science & Technology	<ul style="list-style-type: none"> • Inf. Sc. Research Methodology PG (6797) 3 credit points — Level P • Inf. Sc. Research Proposal R (6798) 3 credit points — Level R

Key Links	<p>MyUC > Course credit information: https://www.canberra.edu.au/content/myuc/home/course/enrolment/course-credit.html</p>
	<p>MyUC > Apply for Credit form: https://www.canberra.edu.au/content/myuc/home/course/enrolment/course-credit/apply_for_advanced_standing_credit_form.html</p>
	<p>PHD Plus (MXP001.1) Course Information: https://www.canberra.edu.au/course/MXP001/1/2022</p>