

Application for Milestone 1 (Candidacy) Higher Degree by Research Students

The personal information collected on this form will be used by Curtin University for the sole purpose of providing requested and related services. A full privacy statement is available at <http://rim.curtin.edu.au/privacy/>

This form should be completed and submitted electronically.

Student ID Number

Family
Name

Given
Name

Enrolling School

Please specify the course in which you are applying for candidacy:

Course
Name

Course
Code

Thesis Title *(please ensure this matches the title listed on the attached research proposal)*

Field of Research Code

Please provide the Field of Research code that **most accurately** describes your research topic. **You must use the 6-digit Field code** as this information will be used for government reporting. The Field of Research codes are available at the Australian Bureau of Statistics website via: [ABS - FoR Codes](http://abs.gov.au/ausstats/abs@.nsf/0/43010000000000000000000000000000?open=1)

Name of field

6 digit code

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ORCID

ORCID provides a persistent digital identifier that distinguishes you from every other researcher. An ORCID can be obtained, at no cost, by registering via <https://orcid.org>

16 digit ORCID

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Ethics and Research Practice Clearance

Approval for the Application of Candidacy will require the student and the Supervisor to conduct the research program according to the [Australian Code for the Responsible Conduct of Research](#). Additional regulations may be required depending on the type of research.

As a provisional candidate, it is essential that you examine the ethics and safety guidelines related to your field of study to determine whether it is necessary to seek approval from any University Ethics and/or Safety Committees.

To determine whether your research requires approval you should use the Hazard Identification Tool (HIT), which covers research related to the following:

- *Humans (including interviews, surveys)*
- *Animals (including observational studies)*
- *The collection and/or use of personal information*
- *Ionising and non-ionising radiation (including lasers and some UV equipment)*
- *Chemicals, medicines or drugs*
- *Genetically modified organisms (GMOs), quarantined materials, or infectious microorganisms*

Learn more about ethics and safety approval and the HIT at <http://students.curtin.edu.au/essentials/higher-degree-by-research/ethics-safety/>

Student Declaration *(please check relevant boxes)*

I have discussed the submission of the relevant application/s for ethics approval with my Interim Supervisor.

YES

NO

Based on my HIT result, this research project requires the following approval/s:

Human Ethics

Animal Ethics

Hazard Ethics

OR

No ethics approval required

Copyright and Intellectual Property: Student Deed Poll

I (insert full name)

in consideration of Curtin University (the "University") allowing me to undertake research in the

School of

hereby declare that:

- 1) *I shall ensure that the thesis contains no material which shall infringe the copyright^[1] of any person or persons.*
- 2) *I shall obtain, where necessary, permission for third-party copyright material^[2] reproduced in the thesis from the copyright owners.*
- 3) *I have read the Intellectual Property Policy and Intellectual Property Procedures^[3].*
- 4) *I understand the provisions of the Intellectual Property Policy and the requirements of the supporting Intellectual Property Procedures as they relate to me as a Student.*
- 5) *I undertake to be bound by the provisions of the Intellectual Property Policy and Intellectual Property Procedures.*
- 6) *I understand that all intellectual property created by me in the course of the aforementioned research will belong to me UNLESS it arises from participation in a University Project^[4] (in which case it will be owned by the University, and I as the Student will be required to enter into an agreement with the University in respect of the Intellectual Property that is so generated).*

Signature of Student

Date

Note: When a student submits their thesis, they are asked to grant to Curtin University, or its duly authorised agents, the right to archive and to make available their thesis, at the required / desired level of access, in whole, or in part, in the University Libraries in all forms of media, now or hereafter known.

^[1] Curtin students and staff are subject to the provisions of the Commonwealth of Australia Copyright Act 1968. For additional information on copyright refer to <http://copyright.curtin.edu.au/>

^[2] Third-party copyright material is content where the copyright is owned by someone other than the student, e.g. questionnaires, images, notes.

^[3] The Intellectual Property Policy and Intellectual Property Procedures pdf are available from <http://policies.curtin.edu.au/findapolicy/index.cfm>.

^[4] **University Project** means a self-contained program of work or research administered by or on behalf of the University which:

- i. is funded wholly or in part by a sponsor;
- ii. is funded wholly or in part by a specific contribution (in relation to the creation of IP means funding or resources which are contributed by the University, but excludes a scholarship awarded by the University as a contribution to a specific University project); or
- iii. is a collaborative project, which is either:
 - (a) a program of work conducted by more than one originator, where each originator's contribution to the IP cannot be separated from that of the other originators'; or
 - (b) a program of work that originates from, or is an improvement to, University IP, whether registered or not.

Student Checklist (please mark the boxes to confirm each item has been completed)

I have developed my research proposal in consultation with my Interim Supervisor and have been advised by my Interim Supervisor that it is sufficiently developed and appropriately prepared to be submitted for School and Faculty review.

I have completed all coursework I was required to complete prior to achieving candidacy.

I have discussed with my Interim Supervisor issues relating to joint authorship of any research outputs arising from my research.

I have completed the Research Integrity Training and achieved a grade of at least 80%.

I have submitted my research proposal through Turnitin, have discussed the results of the originality/similarity report with my Interim Supervisor and have attached the research proposal and Turnitin report to this application.

I have completed a research data management plan.

I have read and understood Curtin's policy on plagiarism <http://academicintegrity.curtin.edu.au/students/>

Student's Declaration

Please sign below to confirm that the information provided by you on this application form is accurate.

Signature of Student

Date

On completion of all student sections, please forward this application form along with your research proposal and Turnitin report to your Interim Supervisor.

If your Interim Supervisor is satisfied that the application has been satisfactorily completed and the research proposal has been suitably developed and prepared, the application will be forwarded your Director of Graduate Research (or delegate) to commence the School review process.

Interim Supervisor's Declaration

This candidacy proposal has been prepared with my input. I believe it represents a scholarly and achievable project for the award level and is presented to an acceptable standard.

Signature of Supervisor

Date

If, as Interim Supervisor, you are satisfied that this candidacy application has been appropriately prepared, the application and relevant attachments should be forwarded to the Director of Graduate Research (or delegate) to commence the School review process.

Director of Graduate Research (DGR) must complete this section

The Director of Graduate Research shall nominate a Thesis Committee of at least three members, comprising a Chairperson, Supervisor and a Co and/or Associate Supervisor that shall be submitted to the Faculty Graduate Studies Committee for approval.

Thesis Committee

Chairperson *(must be a member of Curtin salaried academic staff and registered at Level 1 on the Register of Supervisors)*

Name	<input type="text"/>
Professional Position	<input type="text"/>
School	<input type="text"/>

Supervisor *(must be a member of Curtin salaried academic staff and registered at Level 1 on the Register of Supervisors)*

Name	<input type="text"/>	% Contribution	<input type="text"/>
Professional Position	<input type="text"/>		
School	<input type="text"/>		

Co-Supervisor *(must be a member of Curtin academic staff and registered on the Register of Supervisors).*

Name	<input type="text"/>	% Contribution	<input type="text"/>
Professional Position	<input type="text"/>		
School	<input type="text"/>		

Associate Supervisor or Co-Supervisor

Name	<input type="text"/>	% Contribution	<input type="text"/>
If Co-Supervisor, Status	Academic Staff	or	Adjunct/Emeritus
If A/Supervisor, Status	Adjunct/Emeritus	or	External Associate
Professional Position	<input type="text"/>		
School/University/Organisation	<input type="text"/>		

Declaration of the Director of Graduate Research

The applicant has submitted a research proposal which has been assessed as satisfactory by two reviewers

The applicant has satisfactorily provided an oral presentation of their research proposal

The proposed research can be adequately supported by the School

Recommendation of the Director of Graduate Research

The application for candidacy be approved

The application for candidacy be approved with a recommendation for ethics approval

The application for candidacy be rejected

Signature of DGR

Date

When complete, please email form and accompanying documents (including reviewer reports) to your Faculty's HDR Administration Officer

Recommendation of the Faculty Graduate Studies Committee

The Faculty Graduate Studies Committee (FGSC) must be satisfied that;

- the candidate understands the ethical issues involved
- the project can be supported by the enrolling School
- the appointed thesis committee is appropriate for the project

This application for candidacy is approved

The application for candidacy be approved with a recommendation for ethics approval

This application for candidacy is rejected

Name of FGSC Chair

Date of FGSC meeting

When complete, please submit this form, and all supporting documents to the Graduate Research School's Current Students team at GRS.CurrentStudents@curtin.edu.au