

# HDR Nomination of Examiners

## Higher Degree by Research Students

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**IMPORTANT INFORMATION:**

- In accordance with [Rule 10: Enrolment Degree of Doctor by Research](#) and [Rule 11: Enrolment: Degree of Master by Research](#), the identity of the nominated examiners must be kept confidential and may not be released to the student without explicit permission.
- By signing this document the nominators are agreeing that their nominated examiners hold no real or perceived conflict of interest with the HDR Student, members of the student's thesis committee, with other nominated examiners for this student and the University unless otherwise disclosed on this form. See: [Guidelines for Best Practice in Thesis Examination](#) and [Conflict of Interest Procedures](#)
- The composition of the examiners panel is:
  - For Masters students one examiner will be external to Curtin and the other may be internal or external. Internal examiners will be from a different enrolling school to that of the student and the primary supervisor. At no time will an examiner have been part of the student's Thesis Committee.
  - For Doctoral students both examiners must be external to the University. At no time will an examiner have been part of the student's Thesis Committee.
- Examiners shall possess a Doctoral qualification or be deemed by the Associate Deputy Vice-Chancellor Research Excellence (or nominee) to be of equivalent status with recognised standing in the field of study.
- Examiners are requested to examine a thesis within six weeks of receipt. If any Examiner is unable to complete the examination within three months, the Director of Graduate Research may recommend a replacement Examiner to the Associate Deputy Vice-Chancellor Research Excellence (or nominee) for approval.
- Please return the completed form to the Graduate Research School at [ROC.GRS@curtin.edu.au](mailto:ROC.GRS@curtin.edu.au)

**To be complete by the Supervisor**

Please select:

 NOMINATION OF EXAMINERS 

 CHANGE OF EXISTING NOMINATED EXAMINERS 

If a change please specify the Name of the Existing Nominated Examiner/s being replaced

Examiner 1

Examiner 2

STUDENT ID

SURNAME

GIVEN NAME/S

Course Title

ENROLLING SCHOOL

THESIS TITLE

Note: if this title differs from the Student One record the signatures on this document will be used as authority to approve the change of thesis title to that as shown on this document.

Cost center for examiner honorarium fee

**EXAMINER 1**

SURNAME

GIVEN NAME/S

TITLE

POSTAL ADDRESS

STATE/POST CODE

CONTACT NUMBER

EMAIL ADDRESS (Mandatory)

NAME OF HIGHEST ACADEMIC QUALIFICATION & AWARING INSTITUTION

Has a real or perceived conflict of interest been identified with this nominated examiner? Yes  No

If yes, please attach a copy Examiner's CV

REASON FOR NOMINATION SELECTION (Include details of Conflict of Interest and if required please attach an additional page)

Examiners ORCID number if available:

Hardcopy required for dispatch (to be provided by the nominator to GRS): Yes  No

**EXAMINER 2**

SURNAME

GIVEN NAME/S

TITLE

POSTAL ADDRESS

STATE/POST CODE

CONTACT NUMBER

EMAIL ADDRESS (Mandatory)

NAME OF HIGHEST ACADEMIC QUALIFICATION & AWARING INSTITUTION

Has a real or perceived conflict of interest been identified with this nominated examiner? Yes  No

If yes, please attach a copy Examiner's CV

REASON FOR NOMINATION SELECTION (Include details of Conflict of Interest and if required please attach an additional page)

Examiners ORCID number if available:

Hardcopy required for dispatch (to be provided by the nominator to GRS): Yes  No

## DECLARATION

As the nominators we are confirming that:

- The nominated examiners comply with the requirements of [Rule 10: Enrolment Degree of Doctor by Research](#) or [Rule 11: Enrolment: Degree of Master by Research](#) where applicable.
- I/we have taken reasonable steps to identify any real or perceived conflict of interest.
- Where an undisclosed or unidentified Conflict of Interest becomes evident in the future that the examiner's report may become null and void and require reassessment.
- The nominated examiners hold the minimum qualifications required to be nominated as a HDR thesis examiner.
- The nominated examiners have been contacted by the nominator and have informally agreed to participate of the examination panel and are able to comply with the examination timing requirements unless unforeseen circumstances occur.
- Where a nominated examiner/s has requested a hard copy of the thesis for assessment I/we will ensure the copies required will be delivered to the Graduate Research School within 3 business days of the submission of the student's thesis.

I certify that the information supplied by me on this form is complete and true.

Primary Supervisor Name

SIGNATURE

DATE

Director of Graduate Research Name

SIGNATURE

DATE

## Approval

This section is **only** required where there is a change of examiners or where there is an identified Conflict of Interest for approval.

APPROVED

DECLINE

If declined, reasons for determination

ADVCRE (or nominee)

SIGNATURE

DATE