



RESEARCH DEGREE ACADEMIC REFEREE REPORT

Information for referees

You have been asked to complete this form by a research degree (sometimes referred to as a higher degree by research or HDR) applicant to Deakin University. As a referee you should be able to comment on the applicant's research expertise and potential.

This report is to provide information on the applicant's eligibility and readiness for a research degree at Deakin University. In the case of scholarship applicants, this information will assist in their ranking.

Entry to a research degree at Deakin is based on a demonstrated capacity to undertake significant research in the proposed field. This can be done by completing:

- advanced coursework in a relevant field of study
- initial research training in appropriate methods; and
- a research project resulting in a written report, thesis or comparable output.

We would appreciate your comments on whether the applicant has achieved these goals. If you are unable to comment on a particular section please leave it blank. Below is the Deakin grading system to provide you with a guide for comparison and examples of other achievements which may show the applicant's readiness for a research degree.

Grading system

Grade	Description	Length of thesis (words)	% Percentage range
H1	First class Honours	10,000 - 20,000	80% +
H2A	Upper second class Honours	10,000 - 20,000	70-79%
H2B	Lower second class Honours	10,000 - 20,000	60-69%

Other achievements

Evidence	Description
Publications	<p>Independently peer-reviewed</p> <ul style="list-style-type: none"> • journal articles • conference papers • other publications <p>Note: the contribution of the applicant must be clearly described where there are multiple authors</p>
Research experience	<ul style="list-style-type: none"> • Professional reporting • Prior learning • Research related awards/prizes • Other evidence of research ability

Deadlines

Candidature only applications - return as soon as possible throughout the year.

Scholarship applications - 31 July for international applicants and 31 October for domestic applicants.

For other Scholarship closing dates, please visit the Deakin University research degrees scholarships website:
<http://www.deakin.edu.au/study-at-deakin/scholarships-and-awards/research-degree-scholarships.php>

Section A: Applicant's details (to be completed by applicant)			
Applicant type	<input type="checkbox"/> Domestic	<input type="checkbox"/> International	
Scholarship	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Title		Family name	
Given name		Middle name	
Address			
	Postcode	Country	
Email address			
Date of birth		Deakin student ID (if known)	
Proposed degree			
Proposed project			

Section B: Previous course details (to be completed by applicant)	
1. Have you written a thesis embodying original research?	<input type="checkbox"/> Yes <input type="checkbox"/> No
2. Name of the course	
3. Name of the institution	
4. Years when you were enrolled in the program	
5. The scale or percentage of the thesis as a proportion of the total course	
6. Approximate thesis length in words	
7. Grade or mark for the thesis	
8. Any other relevant academic qualifications	

Section C: Referee's details (to be completed by referee)			
Title		Family name	
Given name		Middle name	
Position			
Qualifications			
Institution/Organisation			
Institution website			
School/Department			
Institutional email			
Phone (incl. area code)			

Section D: Referee's comments (to be completed by referee)	
1. Relationship to the applicant (e.g. Previous supervisor)	
2. Contact period with the applicant (e.g. 'I supervised applicant's research project from 2010')	
3. If you have supervised the applicant during a research course, are the course details above correct?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not sure
4. Please indicate the actual or predicted academic achievement of the applicant.	<input type="checkbox"/> Actual <input type="checkbox"/> Predicted
<input type="checkbox"/> H1 (first class honours, 80%+) <input type="checkbox"/> H2A (upper second class honours, 70-79%)	
<input type="checkbox"/> H2B (lower second class honours, 60-69%) <input type="checkbox"/> Other, please specify	

5. Please comment on the applicant's publication record (e.g. Number of refereed publications, academic status of publications, applicant's contribution in the case of multiple authorship) if applicable.

6. How would you rate the applicant's quality as a researcher?

Exceptional Above average Average Below average

7. What skills would the applicant bring to a research degree program?

8. The level of support that I give the applicant is:

Unreserved Strong Fairly strong Moderate None at all

9. Additional comments - if insufficient space, please attach further page(s).

Referee's signature:

Date:
(dd/mm/yyyy)

Thank you for the time and effort involved in completing this reference. Your assistance is greatly appreciated.

Submission instructions

DO NOT RETURN THIS FORM TO THE APPLICANT

Please return this completed referee report to Deakin by email as soon as possible.

	International applicant	Domestic applicant
Email	deakin-int-hdr@deakin.edu.au	research-hdr@deakin.edu.au

Privacy policy

Deakin seeks this report from you in confidence, however it is a Victorian agency subject to the Freedom of Information Act 1982 (Vic). The Applicant has a right to make an application for access to documents under the Act, in which case Deakin may be under an obligation to disclose your report.

Deakin University is collecting your personal information to support its assessment of the named applicant's application for admission to the Higher Degrees by Research program (HDR Program) at Deakin University. It will use your personal information only in the assessment of the applicant's suitability for the HDR Program and will not use it for any other purpose without your consent. Your personal information may be stored in 'cloud'-based servers located in Australia or overseas.

You are not required to provide the information requested, however if the information is not provided, Deakin may not be able to assess the applicant's suitability for admission to the Program.

Deakin manages personal information it holds, including requests by individuals for access to their personal information, in accordance with the Privacy and Data Protection Act 2014 (Vic). Deakin's Privacy Policy may be viewed on [The Guide](#) .