



## Faculty of Arts and Education Higher Degree by Research

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### Private Confirmation Process – Format of Proceedings

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The private element of the Confirmation process tends to operate upon a relatively predictable basis in a face-to-face meeting, which usually occurs after the public presentation. The private meeting takes approximately 60 minutes overall, namely:

- Chair - Introduction of Panel and aims of Confirmation
- Panel - Questions, comments, suggestions regarding documentation provided and research plan and timetable
- Candidate - Engage in the panels' feedback
- Panel (in temporary absence of candidate) - Questions of supervisory panel and discussion about strengths and/or weaknesses of research project and its manageability as presented
- Chair (on return of candidate) - Summary of general or unanimous findings or conclusions and procedures to be taken.

The 60 minutes tends to divide into about 10 minutes for the first two phases, about 10 minutes for the next two, and about 20 minute for the final phase.

**Note 1** - *The Panel Chair to submit a report within one week*

**Note 2** - *The Candidate is not confirmed until the panel report is approved by the Faculty HDR Coordinator*

**Note 3** - *Additional task(s) may be required within a maximum three month period which is called a Part 2 before confirmation can be considered*

Last updated September 2019