

This regulation is made pursuant to Statute 5.3 – *Assessment and Academic Progress*.

In this regulation:

“Academic Progress” means a Candidate’s progress towards successful completion of the HDR in which they are enrolled, including confirmation of candidature and completion of annual reviews within the required time limits and to the required standard, and any prescribed additional program content;

“Candidate” means a person whose application to enrol in a HDR is accepted by the University;

“Candidature” means the period of time during which a person is a Candidate for their HDR;

“HDR Academic Progress Committee” means the Committee, with the composition determined by the Research and Research Training Committee (RRTC), established to review proposed decisions by Faculties or Institutes in relation to a Candidate’s unsatisfactory Academic Progress;

“Higher degrees by research (HDR)” means the academic awards of the University specified in section 6, Regulation 05.2(1) – *Academic Awards*;

“Thesis” means materials and activities presented by the Candidate for examination.

1. Scope

This regulation governs the assessment and Academic Progress of HDR Candidates.

2. Assessment

- 2.1 HDR Candidates will be assessed on a Thesis and any prescribed additional program content of their HDR program.
- 2.2 The Academic Board, through its various committees, is responsible for the oversight of the Thesis examination process in accordance with the HDR policies and procedures.
- 2.3 The Faculty or Institute will assess any prescribed additional program content.

3. Academic Progress

- 3.1 Academic Progress requirements for Candidates will be published in the HDR policies and procedures.
- 3.2 The relevant Faculty or Institute in which a Candidate is enrolled is responsible for reviewing the Academic Progress of the Candidate in accordance with the HDR policies and procedures.

4. Unsatisfactory Academic Progress

- 4.1 The Faculty or Institute will identify Candidates who are at risk of unsatisfactory Academic Progress.
- 4.2 The Faculty or Institute will implement reasonable actions and initiatives to assist the Candidate to achieve satisfactory Academic Progress in accordance with the HDR policies and procedures.
- 4.3 Where a Candidate continues to make unsatisfactory Academic Progress, the Principal Officer or nominee of the Faculty or Institute may propose to:
 - (a) impose conditions (of a temporary or permanent nature) on the Candidate’s enrolment;
 - (b) if the Candidate is enrolled in a doctoral degree, continue the Candidate’s enrolment on condition the Candidate transfers to a masters degree;

- (c) terminate the Candidate's enrolment and Candidature in the HDR with a right to apply to the University for re-admission as a Candidate of the award after a minimum period of 12 months;
 - (d) terminate the Candidate's enrolment and Candidature in the HDR with no right for re-admission.
- 4.4 Before finalising its decision under section 4.3, the Principal Officer or nominee of the Faculty or Institute will:
 - (a) provide written notice of the proposed decision to the Candidate; and
 - (b) advise the Candidate of their right to show cause as to why the proposed decision should not be made.
- 4.5 If the Candidate does show cause, the Principal Officer or nominee of the Faculty or Institute will refer the matter to the HDR Academic Progress Committee and will provide the Committee with copies of all correspondence between the Faculty or Institute and the Candidate and other evidence regarding the Candidate's unsatisfactory Academic Progress.
- 4.6 The HDR Academic Progress Committee will consider the merits of the proposed decision by the Faculty or Institute and the show cause application by the Candidate in accordance with the HDR policies and procedures and will make a decision either confirming the decision of the Faculty or Institute, or withdrawing the decision of the Faculty or Institute or varying the decision in accordance with section 4.3.
- 4.7 A Candidate may appeal a decision of the HDR Academic Progress Committee to the University Appeals Committee in the manner approved by the Academic Board.

Made by Council 9 July 2015.