

Higher Degree Research (HDR) Candidature Policy

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Policy Owner	Dean
Responsible Officer	Associate Dean, Research and Scholarship
Approving Authority	Academic Board
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Related Documents	HDR Supervision Policy HDR Ethics Policy HDR Responsible Conduct of Research Policy HDR Candidature Policy Academic Integrity Policy International Student Deferment Suspension and Cancellation of Study Policy and Procedure HDR Guide for Ethical Use of GenAI HDR GenAI Policy
HESF (Threshold Standards) 2021	1.3.1; 1.3.2; 1.3.3; 1.3.4; 2.3.1; 4.1.1; 4.1.2; 4.1.3; 4.1.4; 4.2.1; 4.2.2; 4.2.3; 4.2.4; 7.2.1.
Policy Visibility	Public

1. Purpose

This policy outlines the Institute's framework for the admission, enrolment, progression, variation and completion of Higher Degree Research (HDR) candidature, ensuring consistency with the HDR Supervision, Examination and Research Ethics policies.

2. Scope

This policy applies to all HDR candidates, supervisors, Graduate Research staff and relevant committees, across all Institute locations and delivery modes.

3. Principles

- Equity, transparency and procedural fairness guide all candidature decisions.
- Candidates and supervisors share responsibility for maintaining satisfactory progress.
- Candidature variations are evidence-based and compliant with visa and funding rules.
- Resources and support are proportional to study mode, load and discipline needs.
- Processes align with TEQSA HESF 2021, the AQF and the Australian Code for Responsible Conduct of Research.
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4. Definitions

Key terms (e.g., Confirmation of Candidature, Leave of Absence, Extension, Progress Review) are defined in the Institute Glossary.

5. Policy Details

5.1 Admission & Enrolment

- Admission is governed by the HDR Admissions Procedure; enrolment status may be full-time or part-time, on-campus or online.
- International candidates must meet ESOS visa conditions.
- Concurrent enrolment in another award program requires approval from the Head of Research.
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5.2 Resources & Support

The Institute provides workspace, computing facilities, library access and discipline-specific resources appropriate to candidature. Candidates also have access to research training and professional development.

5.3 Confirmation of Candidature

Candidates submit a written proposal and deliver an oral presentation to a Confirmation Panel. Outcomes include: Confirmed; Revise & Resubmit; Not Confirmed (possible downgrade or termination).

5.4 Progress Reviews & Milestones

Annual progress reviews include candidate and supervisor reports. Unsatisfactory progress triggers an Intervention Plan; continued non-compliance may result in termination.

5.5 Variations to Candidature

Study Load & Mode: Changes between full-time/part-time or campus/online require approval and compliance with visa or funding conditions.

Leave of Absence: As per [International Student Deferment, Suspension and Cancellation of Study Policy and Procedure](#).

Extension of Candidature: Maximum 12 months (6 months per application) in exceptional circumstances with evidence.

5.6 Supervision Changes

Changes to the supervisory team require HDRC approval and adherence to Supervisor Register requirements.

5.7 Compliance & Ethics

Ethics approvals must be obtained before commencing relevant research. Breach of ethics or safety protocols constitutes unsatisfactory progress.

5.8 Cessation of Candidature

Candidates may voluntarily withdraw from their candidature at any time prior to thesis submission. Candidature may also be terminated by the university due to persistent unsatisfactory progress or misconduct. In such cases, candidates have the right to appeal in accordance with the *Student Complaints and Appeals Policy and Procedure*.

6. [Legislation & Standards](#)

Aligned with the Higher Education Standards Framework 2021, ESOS Act, National Code, AQF and the Australian Code for Responsible Conduct of Research.

7. [Version Control](#)

Version	Authored by	Brief description of change	Date Approved	Effective Date
2025.1	Dean	Initial release of HDR Candidature Policy.	06 August 2025	07 August 2025