Higher Degree by Research Candidature Management Policy

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<tr>
<th>Responsible Officer</th>
<th>Deputy Vice-Chancellor (Research)</th>
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| Relevant Legislation, Ordinance, Rule and/or Governance Level Principle | *Education Services for Overseas Students (ESOS) Act 2000*
|                             | *Higher Education Support Act 2003*
|                             | *Higher Education Standards Framework (Threshold Standards) 2015*
|                             | *Ordinance 8 – Student Complaints*
|                             | *Ordinance 9 - Student Discipline*
|                             | *Rule 3 - Admission and Student Progress*
|                             | *Rule 4 - Rules of Graduate Research*
|                             | *Governance Level Principle 12 - Academic Standards*
|                             | *Governance Level Principle 13 - Quality Management Framework*

| Responsible Organisational Unit | Office of the Deputy Vice-Chancellor (Research) |

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### Objective

The objectives of this Policy are to outline the principles and procedures for managing variations to candidature within a Higher Degree by Research at the University of Tasmania (the University).

### Scope

This Policy applies to:

- all domestic, Aboriginal and Torres Strait Islander, and international candidates enrolled in a Higher Degree by Research at the University and
- all staff of the University (employees and adjunct appointments) involved in the supervision and/or management of Higher Degree by Research candidates at the University.

### Policy Provisions

#### 3.1 Duration of Program

A Higher Degree by Research must be completed within the degree periods prescribed in clause 12 of Rule 4 – Rules of Graduate Research (Rule 4).

#### 3.2 Induction

The University will provide all new candidates with an induction that includes, but is not limited to information on expectations, responsibilities, degree requirements, progress procedures, research integrity and ethics, health and safety procedures and the availability of support services.
Higher Degree by Research Candidature Management Policy

For Aboriginal and Torres Strait Islander new candidates, induction should include expectations of a culturally welcoming postgraduate environment.

The academic unit of enrolment must provide additional inductions, including where relevant, inductions to specialised laboratories, on and off-campus.

3.2.1 Responsible Conduct of Research

All research conducted at the University must comply with all relevant legal and regulatory requirements and University policies, procedures and guidelines including the University’s Responsible Conduct of Research Policy and the Australian Code for the Responsible Conduct of Research (2018).

3.2.2 Work Health and Safety

Higher Degree by Research candidates must:

- comply with University policies and standards for the management of risk in relation to work health and safety
- attend work health and safety sessions within the academic unit of enrolment
- review the requirements specific to their research, as set out on the University work health and safety website.

Higher Degree by Research candidates who are undertaking high risk field work are required to use FieldTeq for the management and documentation of field activity risk as per the University’s Minimum Standard - Field Activity.

3.2.3 Travel

All Higher Degree by Research candidates are required to comply with the University Travel Policy and Procedure when undertaking travel associated with their research project and research training, including attending conferences and workshops regardless of the source of funding. All domestic and international travel for research and research training purposes must be approved through the University Travel Management System well in advance of travel being undertaken, in accordance with the University Delegations Policy.

3.2.4 Insurance

The University will provide insurance for Higher Degree by Research candidates as per the Insurance Policy and Insurance Guidelines. Higher Degree by Research students are only covered by insurance while on University business and while in compliance with all University Policy, Procedures and Guidelines. Higher Degree by Research candidates should review the information available on the Financial Services Insurance website.

3.3 Attendance Requirements

The duration of the academic year for Higher Degree by Research candidates is 48 weeks\(^1\). The University expects all candidates to:

\(^1\) Candidates are enrolled for 52 weeks of each calendar year and are entitled to four weeks annual leave.
• commit appropriate time to their research project in line with their level of enrolment
• be available to complete any coursework and/or skills training requirements
• engage in continuous interaction with their supervisors and
• participate in the intellectual and research activities of the academic unit of enrolment and the wider community of scholars at the University.

3.3.1 Level of Enrolment: Part-time or Full-time

Full-time During full-time enrolment, a Candidate is required to devote, on average, at least 38 hours each week between Monday and Friday inclusive and usually during normal business hours on each of those days, in pursuit of their research project. These days need to take into consideration the attendance required at any coursework or training at different stages of enrolment.

Part-time During part-time enrolment, a Candidate is required to devote on average at least 19 hours each week to their research project, where at least one of these days is between Monday and Friday during normal business hours on each of those days. This requirement will enable the Candidate to attend the University to meet with the supervisors or attend seminars, workshops or other academic activities including coursework or training at different stages of enrolment.

3.3.2 Work/Study Commitments

The primary focus for Higher Degree by Research candidates is their research project.

Full-time Higher Degree by Research candidates may undertake limited work experience or employment provided it does not interfere with their research project nor exceed on average 20 per cent of a full-time load. Any exceptions should be endorsed by the Primary Supervisor and Graduate Research Coordinator, articulated in the research plan and approved by the Dean of Graduate Research.

Approved work commitments cannot be used as a justification for requesting extensions to candidature and/or scholarship.

International Higher Degree by Research candidates are required to confirm their eligibility to work under the conditions of their immigration visa with the Department of Immigration and Border Projection.

These conditions do not apply to work experience or employment undertaken outside of the hours of full-time enrolment as defined in section 3.3.1.

Full-time Higher Degree by Research candidates may not engage in any academic course of study leading to a qualification which is not an essential part of their Research Program.
3.4 Leave Entitlements

3.4.1 Annual Leave

Higher Degree by Research candidates are entitled to receive up to 20 working days’ recreational leave per year.

Annual leave may be accruable but will be dissolved upon submission of the thesis or termination or expiry of candidature.

Annual leave is monitored by the academic unit of enrolment and approved by the Primary Supervisor.

3.4.2 Cultural and Ceremonial Leave

A candidate may use accrued annual leave to follow and practice the requirements of cultural, spiritual or religious beliefs to which they adhere. Alternatively, the Dean of Graduate Research may grant special leave with or without pay for a period not exceeding 5 working days in any one calendar year. Applications for leave under this clause should be made with reasonable notice and be supported by appropriate evidence of the need for the candidate to be absent on leave.

Aboriginal and Torres Strait Islander candidates are entitled to an additional day’s leave to participate in National Aboriginal and Islander Day of Observance Committee (NAIDOC) activities/ events during NAIDOC week.

3.4.3 Sick Leave

Higher Degree by Research candidates are entitled to 10 working days’ sick leave per year.

Sick leave that continues for more than 10 consecutive days must be considered under clause 3.4.4 of this Policy.

Sick leave entitlements may also be used to cover leave for candidates caring for the candidate’s ill or incapacitated partner or immediate family members.

Sick leave is monitored by the academic unit of enrolment and approved by the Primary Supervisor.

3.4.4 Leave of Absence on Medical Grounds

Candidates are entitled to a leave of absence on medical grounds for periods of illness or for the Candidate’s partner or immediate family member’s illness or incapacitation lasting longer than 10 consecutive working days.

Candidates must apply for a leave of absence on medical grounds as per clause 3.3 of the Higher Degree by Research candidature management procedure.

Candidates are not required to disclose information about their medical condition. Candidates may choose to disclose information about their medical condition to enable the University to support their return to work.

Information concerning a candidate’s medical condition will not be released without permission from the candidate.
A leave of absence on medical grounds is approved by the Dean of Graduate Research.

3.4.5 Parental Leave (unpaid)

Higher Degree by Research candidates who are considered the primary carer are entitled to a maximum of 12 months’ unpaid parental leave (including adoption leave) for each pregnancy or legal adoption during their candidature. In both instances, proof must be provided (of pregnancy and expected birth date; or of adoption).

Candidates who are the partner of a primary carer are entitled to five days of parental leave at the time their partner gives birth, or they adopt a child.

Parental leave (unpaid) is approved by the Dean of Graduate Research.

3.4.6 Scholarship Conditions Associated with Leave

In the case of scholarship holders, there may be provisions for paid leave. Candidates should check their scholarship terms and conditions. In instances where the scholarship disallows paid leave, scholarship payments will be suspended for the period of leave.

3.5 Variations of Candidature

Candidates may apply to vary the conditions of their candidature.

All applications:

- must be endorsed by the Primary Supervisor, Graduate Research Coordinator and Head of Academic Unit
- must be submitted at least four weeks prior to the requested date of the change to candidature and
- will not normally be approved retrospectively, unless the reason for the variation was unforeseen.

All candidature variations are approved by the Dean of Graduate Research.

Candidates enrolled in a Professional Doctorate should seek advice from the Course Coordinator prior to applying to vary their candidature.

International candidates should seek advice from an International Student Advisor prior to applying to vary their candidature.

The candidate must notify the University of any change to personal details such as name, address or citizenship, and provide information on other circumstances which may affect the progress of the research project as soon as possible after the change occurs.

Candidates who are in receipt of a scholarship must check the conditions of their award as an application to vary candidature may affect the tenure of the scholarship and their eligibility to retain the scholarship.

3.5.1 Varying Enrolment: Full-time to Part-time or Vice Versa

Except where an application is for medical reasons, applications to convert a full-time enrolment to part-time enrolment or vice versa will only be considered if:
the academic unit of enrolment has enough resources to facilitate completion of
candidature with respect to supervision, funding and access to relevant facilities and

any Thesis submitted by the revised expiry of the maximum degree period will as
a body of work still form a supervised, independent and significant contribution to
knowledge.

Candidates applying to convert a full-time enrolment to part-time enrolment on
medical grounds should refer to clause 3.3 of the Higher Degree by Research
Candidature Management Procedure.

International candidates enrolled in a Higher Degree by Research onshore must
check the requirements of their visa prior to applying for part-time candidature.

3.5.2 Leave of Absence and Additional Leave

Candidates may apply for a leave of absence from their candidature in accordance
with clause 15 of Rule 4.

Within the maximum degree period of a Higher Degree by Research as specified in
clause 12 of Rule 4, a candidate may take a leave of absence from their candidature
on personal grounds for a cumulative period of up to 12 calendar months (in addition
to any parental leave as defined in clause 3.4.4).

Unless there are circumstances considered exceptional by the Dean of Graduate
Research, a leave of absence on personal grounds will not be permitted:

prior to confirmation of candidature and
in the final six months equivalent full time enrolment in a Doctoral degree or in
the final three months equivalent full time enrolment in a Master of Research
degree.

A candidate may apply for a leave of absence on medical grounds at any time as per
section 3.4.3 of this Policy.

Where a leave of absence is approved by the Dean of Graduate Research, the total
length of the maximum degree period remains unchanged, but the expiry date will be
revised in proportion to the approved leave of absence.

3.5.3 Change of Thesis Topic and/or Academic Unit

Where a change of thesis topic has implications for supervision arrangements,
academic unit of enrolment, or will significantly diverge from the existing research
plan, approval by the Dean of Graduate Research is required.

The Primary Supervisor must:

provides assurance that the candidate will complete within the maximum degree
period and that the revised research plan is well-developed and realistic and
confirm whether the change of topic has any funding and/or resourcing
implications.

Supervisors of Higher Degree by Research candidates who are citizens of a country
listed under the United Nations Security Council and Australian autonomous
sanctions regimes will be required to complete and submit an autonomous sanctions
compliance and risk assessment and defence export controls assessment with an application to change thesis topic as per the UN Securities Council and Autonomous Sanctions Compliance Policy and the Defence Export Controls Policy.

3.5.4 Place of Candidature

As specified in clause 16 of Rule 4 the normal place of candidature will be at one of the University’s campuses.

Higher Degree by Research candidates may be located away from the campuses of the University for extended periods.

The Dean of Graduate Research may approve a candidate to undertake all or part of the Higher Degree by Research in a location external to one of the University campuses, but only if they are satisfied that suitable arrangements can be made to enable the candidate to fulfil the requirements of the Higher Degree by Research (See clause 3.8 of the Higher Degree by Research Admissions Policy for more information).

A candidate for a doctoral degree that is part of a joint research training program will be required to conduct research at a campus of the University and a campus of the partner university as specified in the relevant candidate agreement.

Candidates who are based within reasonable commuting distance of the University are expected to attend on-campus supervision meetings and seminars and participate in the research culture of their academic unit of enrolment. Arrangements for interactions with candidates based outside reasonable commuting distance of the University should be developed to the satisfaction of the Primary Supervisor and Graduate Research Coordinator to ensure that they have the support of an appropriate research culture. This may be achieved by periods spent on-campus or by other arrangements.

International onshore candidates who hold a student visa may not spend more than 25 per cent of the total course duration external from the University campus to which their course is CRICOS registered.

3.5.5 Transferring from a Doctoral Degree to Master of Research Degree

On the recommendation of the Graduate Research Coordinator, the Dean of Graduate Research may approve the transfer of candidature from a Doctoral degree to Master of Research degree where the Dean of Graduate Research is satisfied that the candidate has fulfilled all the requirements of the Master of Research degree (including coursework as specified in clause 3.12 of the Higher Degree by Research Admissions and Enrolment Policy) and/or where the candidate is no longer able to continue in the Doctoral degree due to personal reasons or as an outcome of:

- confirmation of candidature
- an annual review of progress or
- a termination of candidature.

The date of commencement in the new degree will be backdated to the date the Candidate enrolled in the degree from which they are transferring.

If a Candidate has completed two or more years of candidature at the time of the approved transfer, the candidature in the Master of Research degree will lapse immediately. Where the thesis is not ready for immediate submission, the lapse date
will be extended by a maximum of six months (or part time equivalent) by lodging an application for extension of candidature, at the same time as the application to transfer.

3.5.6 Transferring from a Master of Research Degree to a Doctoral Degree

Subject to approval by the relevant College, candidates enrolled in a Master of Research degree may apply to the Dean of Graduate Research to upgrade their candidature to a Doctoral degree provided they meet the following conditions:

- they have passed confirmation of candidature
- they have completed no more than 75 per cent of a Master of Research degree
- the Dean of Graduate Research is satisfied that the candidate, since commencing the Master of Research, has produced a substantial piece of creative and systematic work to advance the research project and a revised research plan that has been assessed, in accordance with disciplinary norms, to be of doctoral standard. The basis for this assessment is:
  - an independent evaluation of the research completed at the time of the application by a reviewer external to the supervisory team or
  - the presentation (exhibition or performance) or publication (or acceptance for publication) of a piece of peer reviewed Research completed during candidature
- the research topic is suitable for a Doctoral degree
- appropriate resources are available for doctoral study and the supervisors are eligible to supervise the Candidate at the proposed degree level and
- the research project and any remaining coursework can be completed within the remaining maximum degree period for the Doctoral degree.

3.5.7 Extension of Candidature

There is an expectation that Higher Degree by Research candidates complete the requirements of their degree within the maximum degree periods stated in clause 12 of Rule 4.

Issues that may impact on a Higher Degree by Research Candidate meeting the requirements of their degree within the maximum degree period should be addressed as soon as they arise and options for a leave of absence discussed.

Candidates may apply for an extension to the maximum degree period where the thesis submission date is delayed by matters that are beyond the control of the candidate, are directly related to the conduct of their research project and not of a personal nature.

The Dean of Graduate Research may, in exceptional circumstances, approve a period of extension beyond the expiry date of the original maximum degree period to allow the candidate to submit their thesis within the extended period provided that adequate supervision for the period of extension is available. The candidate and Primary Supervisor will be required to develop a candidature management plan in accordance with section 3.4 of the *Higher Degree by Research Reviews of Progress Policy*.

Extension to the maximum degree period will not exceed six calendar months for Doctoral candidates and three calendar months for Master of Research candidates.
Extensions to candidature are not granted automatically and approval will be subject to strict conditions. Failure to adhere to these conditions (including submission of the thesis by the approved date) may result in termination of candidature. Multiple extensions to candidature will not normally be approved.

3.5.8 Withdrawal

Candidates who wish to withdraw from a Higher Degree by Research must first notify the Primary Supervisor and the Graduate Research Coordinator in their academic unit of enrolment. Candidates must also formally notify the Graduate Research Office if they are discontinuing their Higher Degree by Research by completing the change of candidature or Scholarship form. The Graduate Research Office will also accept notification by email.

Failure to notify the Graduate Research Office of a withdrawal of candidature will result in elapsed enrolment time being included in any future enrolment tenure calculations for a Higher Degree by Research at this or another Australian university.

For International candidates, if the Graduate Research Office is not officially notified at the time withdrawal occurs:

- fees will continue to be charged and candidates will be required to pay these fees and
- candidates on a student visa may be in breach of the conditions of that visa.

Scholarship holders may be required to repay funds received after the withdrawal date, where the candidate failed to notify the Graduate Research Office of their intention to withdraw or where the withdrawal is backdated to a time prior to the candidate notifying the Graduate Research Office that they have withdrawn.

3.5.9 Termination of Candidature

Termination of candidature will be dealt with under clause 18 of Rule 4.

3.6 Misconduct

3.6.1 Academic Misconduct

The University Guide to Academic Integrity for Students details the expectations of candidates and defines academic dishonesty. Breaches of academic integrity may lead to allegations of academic misconduct which are dealt with in accordance with Ordinance No 9 – Student Discipline, clause 3.1.

3.6.2 Research Misconduct

The definition of research misconduct and the process for submitting an allegation of research misconduct are detailed in the University’s Managing Allegation of Research Misconduct Procedure.

Where the preliminary assessment of an allegation of research misconduct involving a Higher Degree by Research candidate determines that further investigation is warranted, the investigation will be conducted in accordance with Ordinance 9 – Student Discipline.
Where the preliminary assessment of an allegation of research misconduct involving a supervisor(s) determines that further investigation is warranted, the investigation will be conducted in accordance with the University Staff Agreement.

The University has appointed Research Integrity Advisors to provide guidance and advice to staff and candidates on responsible research practices. They are available to explain University policy and procedure and to provide advice on options available to staff and candidates who are considering making an allegation of non-compliance with the Australian Code for the Responsible Conduct of Research (2018).

### 3.6.3 Other Misconduct

Inappropriate behaviour of staff and candidates will be managed in line with the University Behaviour Policy and Procedure.

### 3.7 Resolving Difficulties

Where possible, candidates should work with their Primary Supervisor to resolve issues of concern as soon as they arise during their candidature.

Candidates may also take advice and seek support from the Postgraduate Advocate and Welfare Support Officer of the Tasmania University Union.

Where a candidate has been unable to resolve a problem(s) with their supervisor(s), they should continue to seek to resolve the problem(s) by working with the following in the order presented:

- Graduate Research Coordinator
- Head of Academic Unit
- Executive Dean

If a Candidate is still unable to resolve the issues of concern they can make a formal complaint:

- For academic and administrative matters under Ordinance 8 – Student Complaints through the Dean of Graduate Research following the procedure outlined on the website. candidates are advised to review the information available on the Student Complaints website and
- For matters related to harassment or discrimination or other inappropriate behaviour, under the University Behaviour Policy and Procedure.

### 3.8 Review of Decisions made by the Dean of Graduate Research

Where a decision has been made by the Dean of Graduate Research, a candidate may request that the Deputy Vice-Chancellor (Research) review the decision. If the candidate is still unsatisfied with the decision of the Deputy Vice Chancellor Research they may give notice in writing within 20 days to the Office of the Deputy Vice-Chancellor Students and Education that they seek an appeal under Part 4 of Ordinance 8.

### 3.9 Recordkeeping Requirements

Records and Information that support these activities will be created, managed and retained in accordance with University Records Management Policy, Procedures and Guidelines.
Responsibilities

4.1 The Dean of Graduate Research is responsible for:

• ensuring high quality administrative processes and appropriate candidate support are provided and monitored
• ensuring candidates receive a high standard of supervision
• the strategy and associated policies for the retention and successful completion of Higher Degree by Research candidates; and
• ensuring that the University maintains appropriate standards in relation to candidature matters (including admission, appropriate infrastructure, supervision and examination).

4.2 Executive Deans are responsible for:

• the strategic management of College financial, supervision, and infrastructure resources as per the Academic Structures Policy, Delegations Policy and Schedules.

4.3 Heads of Academic Units are responsible to Executive Deans for:

• the administration of the academic unit including planning, budget, strategy, human resources and performance as per the Academic Structures Policy, Delegations Policy and Schedules.

4.4 Graduate Research Coordinators are responsible to the Heads of Academic Unit for:

• Advising Higher Degree by Research candidates, supervisors and Heads of Academic Unit on candidature matters.

Definitions and Acronyms

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<th>Term/Acronym</th>
<th>Definition</th>
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<tr>
<td>Academic Unit</td>
<td>The secondary organisational unit in the academic structure of the University, reporting directly to the College Executive Deans, as per Ordinance 14 – Academic Structure.</td>
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<td>Candidate</td>
<td>a person enrolled at the University as a candidate for a Higher Degree by Research.</td>
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<td>Candidature</td>
<td>the status conferred on a person who is enrolled as a candidate under these rules.</td>
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<td>College</td>
<td>means (a) the primary organisational unit in the academic structure of the University, as per Ordinance 14 – Academic Structure (b) the University College</td>
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<td>Confirmation of candidature</td>
<td>confirmation by the Dean of Graduate Research that candidature may progress.</td>
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<td>Dean of Graduate Research</td>
<td>The Dean of Graduate Research is the person who has responsibility for:</td>
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• establishing the academic framework for research training at the University, and
• for working with Faculties and Institutes to ensure the University maintains appropriate standards for research training at the University (including admission, appropriate infrastructure, supervision and examination).

Equivalent full time enrolment
Elapsed time where a candidate is enrolled full-time, excluding approved leave of absence and including annual and sick leave. For those enrolled part-time, equivalent full-time enrolment is twice as long as for full-time candidates.

Executive Dean
means:
(a) the Executive Dean of the relevant College, or
(b) in relation to the University College, the Principal of the University College

Full-time
As per clause 3.3.1 of this Policy.

Graduate Research Coordinator
an academic staff member who oversees candidature Management within an academic unit in consultation with the Head of Academic Unit.

Head of Academic Unit
Means the head of the relevant Academic Unit

Higher Degree by Research
Means a Doctor of Philosophy, Professional Doctorate or Master of Research Degree as listed in Rule 4: Rules of Graduate Research.

Inappropriate behaviour
See the University Behaviour Policy.

Maximum Degree Period
As per clause 12 of Rule 4:
• Doctor of Philosophy: 4 years Full Time or equivalent Part Time.
• Professional Doctorate: the maximum Degree Period as approved by Academic Senate and set out in the applicable the University course and unit handbook.
• Masters Degree (Research): 2 years Full Time or equivalent Part Time.
• Joint/Double/Cotutelle Doctoral Degree: the maximum degree period as specified in the candidate agreement.

Medical Professional
A registered health professional with a medical degree, ie a general practitioner or medical specialist.

Part-Time
As per clause 3.3.1 of this Policy.

Primary Supervisor
The supervisor who is primarily responsible for ensuring that all administrative and regulatory requirements prescribed for candidates are met.
Research

As per the Australian Code for the Responsible Conduct of Research (2018, page 5), research is defined as “…the creation of new knowledge and/or the use of existing knowledge in a new and creative way so as to generate new concepts, methodologies, inventions and understandings. This could include synthesis and analysis of previous research to the extent that it is new and creative”.

Research plan

A plan, developed by the candidate, that:

- develops a rationale for the research, including the context of research and a structural outline of the project
- states the hypothesis/questions to be tested by the research project
- defines aims and realistic milestones to be undertaken during candidature and provides a timeline for the achievement of these activities, and
- is continually updated and used to report a candidate’s progress against agreed milestones on an annual basis at minimum or more frequently where required.

Research Project

The Research undertaken towards the Higher Degree by Research as articulated in the research plan.

Rule 4

Rules of Graduate Research.

Academic Unit of Enrolment

The Academic Unit within which a Higher Degree by Research Candidate is enrolled.

The University

Unless otherwise stated all references to the University mean the University of Tasmania.

Travel Management System

Travel management software enabling travel authorisations, workflows and bookings of the most cost effective and logical flight and accommodation options of travel for individual registered clients.

6 Supporting Documentation

- Higher Degree by Research Candidature Management Procedures
- Higher Degree by Research Admissions Policy
- Higher Degree by Research Admissions Procedure
- Higher Degree by Research Minimum Infrastructure and Resources Policy
- Higher Degree by Research Minimum Infrastructure and Resources Procedure
- Defence Export Controls Policy
- UN Security Council and Autonomous Sanctions Compliance Policy
- Rule 4 – Rules of Graduate Research
- Responsible Conduct of Research Policy
- Managing Allegations of Research Misconduct Procedure
- Minimum Standard- Field Activity
- Records Management Policy
- Travel Policy
- Travel Procedure
- Insurance Policy
- Insurance Procedure
Higher Degree by Research Candidature Management Policy

- Academic Structure Policy
- Delegations Policy
- University Behaviour Policy and Procedure

7 Acknowledgements

This Policy has been developed with reference to the Australian Council of Graduate Research Good Practice Principles.

8 Versioning

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<th>Former Version(s)</th>
<th>Version 1 – <em>Higher Degree by Research Candidature Policy</em>, approved November, 2014</th>
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