

Professional Doctorate by Research ONLY ADMISSION RECOMMENDATION BY PRINCIPAL SUPERVISOR

To enable this electronic form, you must first **SAVE** it then **REOPEN** as a PDF file (it will not function properly when used in a browser window).

Please complete Sections 1-12 and then forward to the next signatory via email. After the form has been endorsed by your Head of School, your Sub-Dean Graduate Studies will review and complete the Admission Recommendation prior to it being sent to the Office of Research Services and Graduate Studies for final review and processing.

1. Candidate Details

Title	<input type="text"/>	First Name	<input type="text"/>	Last Name	<input type="text"/>
Candidate ID Number	<input type="text"/>			Commencing Session	<input type="text"/>

2. Proposed Course Details

Course Code	<input type="text"/>	Course Name	<input type="text"/>		
School	<input type="text"/>		Faculty <select>	<input type="text"/>	
Field of Education (FoE) Code <i>(6 digits, cannot end in 00)</i>	<input type="text"/>	Field of Research (FoR) Code <i>(6 digits, cannot end in 00)</i>	<input type="text"/>	Socio-Economic Objective (SEO) Code <i>(6 digits, cannot end in 00)</i>	<input type="text"/>

Please advise whether the research is:

Pure Basic Research
 Strategic Basic Research
 Applied Research
 Experimental Development

If more than one, please nominate the % split -

(a) List names and codes of the coursework components in which the candidate is to enrol for the first two years of the nominated Professional Doctorate. Please refer to the relevant course listing in the Charles Sturt University Handbook, and review the course structure section to see subjects associated with course. Before entering subjects in the form please check Subject Availability Listing to confirm subjects are available for relevant session and campus in the commencing year.

Coursework Subject Code	Coursework Subject Name	Enrolment Sessions
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

(b) List the name and code of the research subject of which the research student is to enrol after successfully completing the coursework components of the nominated Professional Doctorate. Please refer to the relevant course structure section in course listing in the Charles Sturt University Handbook to see subjects associated with course.

Research Subject Code	Research Subject Name	Enrolment Sessions
<input type="text"/>	<input type="text"/>	<input type="text"/>

(c) Additional coursework subjects to be completed during probation period. If the candidate is required to satisfactorily complete additional coursework subject/s, list these subjects and their codes (maximum of 2). Subjects approved for probation are funded by the Faculty or School.

Coursework Subject Code	Coursework Subject Name	Enrolment Sessions	Fund Code
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Please advise the reason additional subjects are required:

Reason:

(c) Study details, please <select>

Load Mode Home Campus

(e) Credit

If the candidate is eligible for credit towards the Professional Doctorate by Research please list the subject/s and reason/s for why they are applicable to this course (proficiency credit, transfer credit).

<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

3. Previous Education History

(a) Summary of tertiary qualifications completed: (not required for the Doctor of Information Technology)

Year/s Attended	Institution	Qualification Achieved
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

(b) Summary of work or research experience relevant to the candidate's admission status:

Comments:

4. English Language Proficiency

Applies to candidates whose prerequisite qualifications were not examined in English. (not required for the Doctor of IT)

Completed prerequisite qualifications in English language (including partner institutions) OR

Completed test for English language proficiency OR

Test Name Test Name Test Name

Conditional English language offer OR

English language proficiency waived (approval by Executive Dean only)

Basis:

5. Probation Conditions

List the milestones the candidate must complete within the first 12 months (full-time enrolment) or 2 years (part-time enrolment) of their candidature. (not required for the Doctor of Information Technology)

Additional coursework subjects to be completed (see 2b above)

Other (eg appropriate critical literature review to the satisfaction of the supervisor/s)

Standard [Probation Conditions](#) to apply

HDR Induction only (candidate has had candidature confirmed at a previous Institution)

Comments:

6. Research Area

Describe the nature and content of the candidates proposed research and how it aligns with the Charles Sturt University [Research Narrative](#). (400-600 words):

7. Assessment of Experience

This section applies to the Doctor of Information Technology and the Doctor of Business Administration candidates ONLY.

Doctor of Information Technology Candidates Only

Criteria	Yes/No <select>	Comment
Currently working in or have access to an appropriate organisation such that the practical requirements of the program and the research can be undertaken.	<input type="radio"/> Yes <input type="radio"/> No	<input type="text"/>

Doctor of Business Administration Candidates Only

Criteria	Yes/No <select>	Comment
A minimum of five years relevant business experience	<input type="radio"/> Yes <input type="radio"/> No	<input type="text"/>
Currently working in a business or have access to business such that the practical requirements of the program and the research can be undertaken.	<input type="radio"/> Yes <input type="radio"/> No	<input type="text"/>
Has advanced to a position in which the candidate performs tasks requiring the integration of substantial theoretical (or policy) and technical knowledge	<input type="radio"/> Yes <input type="radio"/> No	<input type="text"/>

8. Intellectual Property (IP)

Please refer to the _____ if research is subject to contract with a third party.

Is IP likely to be developed during the project or is the project in an area where the Faculty has Commercial in-confidence agreements with third parties? Yes No

If Yes, the Office of Research Services and Graduate Studies should be consulted prior to submission of the Research Proposal Approval Form.

9. Ethics Approval

Is the research likely to involve animal experimentation and/or involve human participants or human biological materials, genetic manipulation, science data sets, sensitive archival sources, importation of experimental organisms or the deposition of biological materials? Yes No

If Yes, then it is necessary to submit an application to the appropriate Ethics Committee prior to submission of the Research Proposal Approval Form.

10. Research/Study Sites

Location of the research project: Other:

What facilities and/or equipment are needed to undertake the research proposed as envisioned at this stage?

Comments:

How will these facilities and/or equipment be provided/accessed?

Comments:

11. Prior candidature / credit

Has the candidate previously been enrolled in a Graduate Research program at Charles Sturt University or another Higher Education Provider (HEP)?

Yes No If No, proceed to section 11, Principal Supervisor

Is the research topic they plan to undertake the same as their previous candidature?

Yes No This is a new research topic If No, proceed to section 11, Principal Supervisor

If yes, name of previous Institution?

Previously consumed candidature time expressed as Equivalent Full Time Student Load (EFTSL)

Balance of remaining candidature time (EFTSL)

Has a Research Proposal been approved by the previous HEP? Yes No

If yes, please provide the thesis title

Evidence of previously consumed load and Research Proposal approval (where applicable) from previous HEP must be provided with this Admission Recommendation form.

OR Evidence attached Yes

Where prior candidature is proposed to be recognised, please ensure that Section 5, Probation Conditions is completed accordingly.

12. Course & Career Planning and Expectations

I have had a discussion with the candidate about their course and career expectations.

Yes No

13. Principal Supervisor (PS)

Please note the Principal Supervisor must be listed as research active and registered as a Principal Supervisor on the [Graduate Research Supervisory Register](#).

Name

Staff ID

Is the Principal Supervisor research active?

Yes No

Existing candidates supervised by Principal Supervisor - please fill in list below:

Supervisor Student Listing is available from the homepage on [MyResearch](#). See 'Instructions to run reports in MyResearch' on [this page](#) for detailed instructions. (If there are more than 5, please include attachment, listing additional candidates).

HDR Candidate

Role of PS above

Name	<input type="text"/>	Role	<input type="text"/>	Study mode	<input type="text"/>	Status	<input type="text"/>
Name	<input type="text"/>	Role	<input type="text"/>	Study mode	<input type="text"/>	Status	<input type="text"/>
Name	<input type="text"/>	Role	<input type="text"/>	Study mode	<input type="text"/>	Status	<input type="text"/>
Name	<input type="text"/>	Role	<input type="text"/>	Study mode	<input type="text"/>	Status	<input type="text"/>
Name	<input type="text"/>	Role	<input type="text"/>	Study mode	<input type="text"/>	Status	<input type="text"/>

14. Co Supervisor/s

Name	<input type="text"/>	Staff ID	<input type="text"/>
Name	<input type="text"/>	Staff ID	<input type="text"/>

15. Approvals and Authorisations

PLEASE NOTE: This is an electronic form and requires the below authorisations in the order they appear. After each authorisation this report needs to be emailed to the next signatory by clicking the 'submit by email to next signatory' button and entering in the next recipient's email address. For any queries about this form please contact the [Office of Research Services and Graduate Studies](#).

Principal Supervisor:

I have confirmed with the Co-Supervisor/s their willingness to be nominated for appointment and I am prepared to supervise this project with the candidate. I undertake to advise the candidate of the requirements for the Probationary Period and the Ethics approval, if necessary is to be obtained prior to the Research Proposal being approved by the Research Committee.

Name	<input type="text"/>	Signature	<input type="text"/>	Date:	<input type="text"/>
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16. Support Networks and Research Culture (to be completed by Head of School/Institute)

Outline how the candidate will be aligned with existing or emerging research strength teams, support networks, and research culture within the school/institute and what strategies are in place for identifying and managing early problems or issues.

Comments:

Head of School/Institute:

I certify that adequate financial and physical resources are available for this Candidate and have consulted DFM where necessary (spaceman@csu.edu.au)

Name	<input type="text"/>	Signature	<input type="text"/>	Date:	<input type="text"/>
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Sub-Dean Graduate Studies:

I endorse this recommendation for admission of the Candidate. I certify that the proposed Supervisors are sufficiently expert in this area of research and have the time and commitment to be able to provide appropriate supervision.

I certify that the nominated Principal Supervisor is registered on the Office of Research Services and Graduate Studies Graduate Research Supervisor register within the A list.

I confirm the Principal Supervisor has been reviewed and is currently registered as research active: Yes No

Name	<input type="text"/>	Signature	<input type="text"/>	Date:	<input type="text"/>
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Nominee of the Research Committee:

I endorse this admission recommendation.

Name	<input type="text"/>	Signature	<input type="text"/>	Date:	<input type="text"/>
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Confirmed proposed Principal Supervisor is Tier 1 or Tier 2 Research Active? Yes No

Session Due to Commence:

Rate Code:

Minimum Candidature:

Maximum Candidature:

External Transfer: Transferring from:

Eligible Credit (Subject Code):

Total previous PRTS EFTSU:

Separation Status:

ATSI Descent:

Yes No

Autonomous Sanction Check: If International Candidate, what country are they from?

Is this an AS Country?

Yes No

Scholarship:

Yes, Offer of Scholarship made (offer attached)

No, No Scholarship, full-fee paying

Pending, Applicant has applied for Scholarship, decision pending, Office of Research Services and Graduate Studies to advise at a later date

Comments:

Candidature Management Officer:

Date sent to Admissions: