



CONFIRMATION OF PhD CANDIDATURE

(Confirmation of Candidature does not apply to Masters by Research candidates)

CC

Student ID

--	--	--	--	--	--	--	--	--	--

Family Name:

First Name:

Due Date of Confirmation of Candidature :

A candidate enrolled in a PhD with a commencement date after 1 January 2006 has been enrolled conditionally for the first year of PhD candidature (Full time equivalent). Confirmation of candidature at the end of the first year will depend on satisfactory completion of the tasks outlined in ‘Section 3. Formal Confirmation of Candidature for PhD Candidates’ of your Research Proposal. The purpose of this form is to report your progress on these tasks **(instructions can be found on page 4, please read them before completing this form)**

AGREED TASKS TABLE

Agreed Task	Date to be Completed	Status	Initials of Coordinating Supervisor and Head of School or Graduate Research Coordinator

Recommendations and Signatures

- Signatures to be completed by: the Candidate, the Coordinating Supervisor and either the Head of School or Graduate Research Coordinator or occasionally the Dean of the Faculty.
- All signatories should retain a signed copy of this completed report.
- This report must be submitted to the Graduate Research School, M358 by the due date.
- The signatures of the Coordinating Supervisor and either the Head of School or the Graduate Research Coordinator or occasionally the Dean of Faculty will indicate support for the Confirmation of Candidature.

Recommendations

(Clearly indicate your recommendation by marking the box alongside your preference)

- We recommend that the Candidate's PhD candidature be confirmed.
- We recommend that the Candidate's probation be extended to: _____
List Date
- We recommend that the PhD Candidature is Not Confirmed

(Circle appropriate position)

Head of School / Graduate Research Coordinator / Dean of Faculty

Print Name Please

Signature

Date

Coordinating Supervisor

Print Name Please

Signature

Date

Candidate

Print Name Please

Signature

Date

Joint School (if applicable)

(Circle appropriate position)

Head of School / Graduate Research Coordinator / Dean of Faculty

Print Name Please

Signature

Date

Coordinating Supervisor

Print Name Please

Signature

Date

Graduate Research School

Office Use Only

Confirmation of PhD Candidature at The University of Western Australia is

- Approved
- Not approved
- Is extended and replanned for : _____
List Date

Pro Vice-Chancellor (Research and Research Training) / Manager
Graduate Research School

Professor Robyn Owens
Dr Sato Juniper

Signature Date

Administrative Officer

Print Name Please

Signature

		/			/				
--	--	---	--	--	---	--	--	--	--

Day Month Year

Instructions for Candidates

Please complete the 'Agreed Tasks Table' on page 1 as follows:

In the 'Agreed Task' column list the tasks as approved in your Research Proposal.

In the 'Date to be Completed' column write the date that was set for completion of the task.

In the 'Status' column note your progress towards achieving the goal.

If you have not met the agreed completion date for a task please include an explanation in the 'Status' column.

Please list only those tasks listed in your Research Proposal that were to be completed by the due date of your Confirmation of Candidature that is tasks that need to be completed within the first 12 months of candidature. It is very important to provide reasons for those tasks that have not been completed.

Instructions for the Coordinating Supervisor and Head of School or Graduate Research Coordinator

The Coordinating Supervisor and Head of School or Graduate Research Coordinator are requested to initial each task to indicate verification (see the last column in the example tables below).

If the task is not completed and you consider that candidature should still be confirmed please indicate this next to this task by the phrase 'Confirm Candidature' as well as your initial. (see [Example 1](#))

If the task is not completed and you would like to extend the due date for Candidature to be confirmed, please indicate by writing next to the incomplete task with the phrase 'extend probation' (see [Example 2](#)). You will then need to select 'We recommend that the candidate's probation be extended to . . . ' in the Recommendations and Signature section on page 2.

Extensions are given for up to 3 months from the Confirmation of Candidature Due Date (Please Note: Only one extension is allowed, that is, one 3 month period).

Example 1 : Candidature to be confirmed

Agreed Task	Date to be Completed	Status	Initials of Coordinating Supervisor and Head of School or Graduate Research Coordinator (see instructions below)
Research proposal approved	November 2006	Completed November 2006	AB GH
Present seminar to School on proposed research	February 2007	Completed April 2007	AB GH
Literature review	May 2007	Completed May 2007	AB GH
Start experiments	May 2007	Delayed start due to difficulty obtaining chemicals required. Now starting in July 2007	Confirm Candidature AB GH

Example 2 : Candidature probation to be extended

Agreed Task	Date to be Completed	Status	Initials of Coordinating Supervisor and Head of School or Graduate Research Coordinator (see instructions below)
Research proposal approved	November 2006	Completed November 2006	AB GH
Present seminar to School on proposed research	February 2007	Completed April 2007	AB GH
Literature review	May 2007	Completed May 2007	AB GH
Start experiments	May 2007	Delayed start due to difficulty obtaining chemicals required. Now starting in July 2007	Extend probation AB GH