



ANU Confirmation of Candidature Standard Requirements

This document sets out the proposed ANU Confirmation of Candidature Standard Requirements. This is a consultation version.

The requirements around timing, written and oral components can be varied at Program level and must be documented. Variations must be approved by the Dean HDR.

Variations should be based on this document, and be saved with the naming convention:

ANU Confirmation of Candidature requirements_PROGRAM or COLLEGE (eg Candidature requirements_CBE or Candidature requirements_9680XPHD)

Components that may be varied are indicated in the table with grey highlights. Variations can be made at the Program or College level.

ANU Confirmation of Candidature Standard Requirements

All Confirmations at ANU must consist of a written component and an oral component, and affirm the following criteria:

- Academic rigour of the proposed research, using the AQF Level 10 expectations as a guide.
- Capacity to meet the learning outcomes of the Program within the program length
- Feasibility of the proposed research
- Training needs assessment
- Accessibility needs assessment if required
- Resource requirements
- Supervisory panel

Written component – Thesis Proposal

The Thesis Proposal is the written component of the Confirmation milestone, and its purpose is to outline the research question and the proposed research. The preparation of this document should be considered as a roadmap for the candidate, where they describe their initial investigations and how they plan to carry out their project.

The minimum standard requirement for the written component is 5,000 words, or as specified in an approved variation, and must be submitted at least 10 working days prior to the oral presentation.

It must include:

- a literature review,
- the proposed methodology,
- a description of how the proposed research will make an original contribution to the field of study,
- a timeline and project plan that demonstrates the research can be completed within the Program length,
- accessibility requirements if desired by the candidate,
- an assessment of the skills the candidate needs to develop to complete the research.

The skills assessment is intended to form the basis for candidates to discuss professional development needs and opportunities with the CRP. The Thesis Proposal should include a summary of the resources that will be required to complete the research and intended sources of funding, if required.

Oral component – Thesis Proposal presentation

An oral presentation should outline the proposed research and summarise the existing literature, describe the proposed methodology, and provide a description of how the proposed research will make an original contribution to the field of study. It is a presentation based on the written Thesis Proposal.

The Thesis Proposal presentation should be open to all members of the discipline area and can be open to the public if desired or appropriate. The presentation should be approximately 40-60 minutes in length with 20 minutes for discussion. The minimum requirement to be set at Program level is 20 minutes presentation and 10 minutes discussion.

All members of the CRP must attend. Opportunities to attend remotely should be provided. In the rare circumstances that a panel member is not able to attend the presentation they should provide written feedback to the Thesis Proposal as presented in its written form or of a recording of the Thesis Proposal if appropriate.



Confirmation	HDR candidate Confirmation Review Panel	Candidate meeting with CRP Chair Written proposal Oral presentation Meeting of CRP with candidate Meeting with candidate and CRP	Finalised within 9-12 months of the start of candidature.
CRP Chair	Who	What	When
	The chair of the CRP will be a person who is appointed to the panel and is independent of the supervisory panel	Ensure transparency of CRP process. Available to the candidate to discuss suitability of supervisory arrangements with the candidate. Communicate the CRP decision to the DA and candidate.	Appointed at 3 month annual plan
	Can be the Delegated Authority or by appointed by the DA as their Delegate	Meets with the candidate to discuss supervisory arrangements	About 1 month prior to oral presentation.
CRP	Who	What	
	All members of the supervisory panel plus the independent CRP Chair and any other independent members appointed to the CRP	Read the written component. Attend oral presentation. Meet after the presentation without candidate. Then meet with the candidate to discuss the outcome.	

Written component	Who	What	When
	HDR candidate with advice from supervisory panel	5000 words (min) containing: <ul style="list-style-type: none"> • a literature review, • the proposed methodology, • a description of how the proposed research will make an original contribution to the field of study, • a timeline and project plan that demonstrates the research can be completed within the Program length, • accessibility requirements if desired by the candidate, • an assessment of the skills the candidate needs to develop to complete the research. • an assessment of the resources that will be required to complete the research with identified sources of funding. 	Provided to the CRP at least 10 working days prior to the oral presentation
Oral component	Who	What	When
	All member of the CRP must attend	Oral presentation based on the written Thesis Proposal 40-60 minutes with 20 minutes for discussion	Within 9-12 months of the start of candidature
	Open to all members of the discipline area		
	Can be open to the public		



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