

APPLICATION FOR MID CANDIDATURE REVIEW

This application is for **Doctor of Philosophy** candidates only.

A full set of the completed documents must lodged via candidature@vu.edu.au **20 working days** prior to the scheduled presentation date

1. Candidate and Supervisor Details	
Name:	Student ID:
Thesis Title:	
Principal Supervisor:	

2. Enrolment Details	
Institute:	
Initial Enrolment Date	
Current Confirmed Completion date	
Date Candidature Confirmed	
Study Mode	<input type="checkbox"/> Full Time <input type="checkbox"/> Part Time
Approved thesis format	<input type="checkbox"/> Traditional <input type="checkbox"/> By Creative <input type="checkbox"/> With Publication

3. Higher Degree By Research End-User Engagement Code

A HDR candidate who is: (candidate may select more than one code)

Code:	Meaning:	Select Code: (mark with X)
01	Not undertaking a type of research end-user engagement listed below	
03	Jointly supervised by a research end-user	
08	Research internship undertaken with a research end-user that was <u>not agreed</u> within the relevant period	

Definitions:

Research end-user

A research end-user is defined as an individual, community or organisation external to academia that will directly use or directly benefit from the output, outcome or results of the research.

Examples of end users includes businesses, governments, non-governmental organisations, communities and community organisations.

Specific exclusions of research end-user are:

- Other higher education providers
- Organisations that are affiliates, controlled entities or subsidiaries (such as Medical Research Institutes) of a higher education provider
- Equivalents (international or domestic) of the above exclusions

03 code

Jointly supervised by a research end-user is defined as an HDR student that has at least two HDR supervisors, with at least one supervisor from a research end user organisation. The supervision arrangements must be endorsed by the HDR student's HEP and the research end user supervisor must be actively engaged in the student's HDR

08 code

- Student can indicate an internship at any time throughout the timely duration of their candidature
- Internship is for a minimum of 3 months
- Does not have to be related to the candidate's Doctorate area of research
- For further information, refer to [Doctoral Industry Placements](#) webpage

IF YOU INDICATE CODE 08, YOU MUST COMPLETE THE INFORMATION BELOW AND ATTACH THE SIGNED AGREEMENT TO YOUR APPLICATION.

Research end-user

1)	Provide the name(s) of the Research end-user <input style="width: 70%; height: 20px;" type="text"/>				
2)	Indicate the development activities with the Research end-user: <input style="width: 90%; height: 100px;" type="text"/>				
3)	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;">Start Date of Period of work</td> <td style="width: 50%; border: none;">End Date of Period of work</td> </tr> <tr> <td style="border: none;"><input style="width: 80%; height: 20px;" type="text"/></td> <td style="border: none;"><input style="width: 80%; height: 20px;" type="text"/></td> </tr> </table>	Start Date of Period of work	End Date of Period of work	<input style="width: 80%; height: 20px;" type="text"/>	<input style="width: 80%; height: 20px;" type="text"/>
Start Date of Period of work	End Date of Period of work				
<input style="width: 80%; height: 20px;" type="text"/>	<input style="width: 80%; height: 20px;" type="text"/>				
4)	Please indicate the total number of full time equivalent days of research:				
5)	<p>You <u>must</u> attach a copy of the Written Agreement to your application</p> <p><i>A written agreement between you and the research end-user must be attached which includes:</i></p> <ul style="list-style-type: none"> • <i>The Research & Development activities to be undertaken by you with the research end-user</i> • <i>Duration of the internship</i> 				
6)	<p>Is a research contract or other agreement in place?</p> <p>YES NO</p> <p><i>If 'yes', please attach a copy of the contract/agreement to your application</i></p>				
7)	<p>Is there an IP agreement in place?</p> <p>YES NO</p> <p><i>If 'yes', please attach a copy of the agreement to your application</i></p>				

4. Achievements Since Confirmation of Candidature

	No	Yes	Please provide the details.
Submitted a paper(s) for publication in a peer-reviewed publication?			
Have a paper(s) accepted for publication in a peer-reviewed publication?			
Presented (oral presentation or poster) at a conference external to Victoria University?			
Attended Researcher Development Programs at VU and/or external to the University?			You may wish to submit your VU Develop List of Attendance as part of your submission.
Other (please elaborate)			

5. Ethics & Intellectual Property Approval

	N/A	Yes	No
If applicable, has Ethics Approval been granted? Insert No. here			Please elaborate as to why ethics approval has not been finalised in your submission.
If applicable, have Intellectual Property agreements been finalised between Victoria University and the Industry Partner?		Date of Approval	Please elaborate as to why Intellectual Property agreements have not been finalised in your submission.
Has there been a significant change of approved research direction which will require the University's approval or a modification of your ethics application via this review process?		Please elaborate in your submission as to the nature of the changes.	

9. Classification of the Mid-Candidature Review

The Chair, on behalf of the Panel has classified that the milestone is:

Achieved

Candidate will continue to work with their supervisors to make progress towards their next Milestone. There will be no need to prepare a response to the Milestone Report.

Pending – Minor

Submit a Plan to address the feedback received from the Review Panel to the Chair of the Review Panel **within 10 (EFT) working days** from when they receive their Milestone Review Report.

- A satisfactory Plan will result in the Chair of the Review Panel - on behalf of the Panel - recommending that the Mid-Candidature Milestone has been achieved.
- An unsatisfactory Plan will result in the Chair of the Review Panel - on behalf of the Panel - recommending that the Mid-Candidature Review has not been achieved.

Pending – Deferred

Candidate will be required to contact the Associate Director (Research Institute) within **10 (EFT) working days** from when they receive their Milestone Review Report.

- An agreed program of study for the candidate, with clearly defined hurdles to be achieved in the next **three months of enrolment (EFT)** will be developed. After which time, the Associate Director (Research Institute) will assess whether the hurdles set have been achieved or not achieved.
- Final outcome of the Mid-Candidature Review Milestone Review lies with the Associate Director (Research Institute) or nominee.

Has Not Been Achieved

Unsatisfactory Progress proceedings invoked in accordance with [Higher Degrees by Research Procedure 4 Progress](#).

Panel Composition	Name
Chair of Panel:	
Discipline Leader or Academic:	
An Academic and Active Researcher/s:	

Chair Signature:

Name	Signature	Date

10. Research Institute Associate Director Approval

Final outcome of the Mid-Candidature Review Milestone Review lies with the Associate Director (Research Institute) or nominee:

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Associate Director Name

Signature

Date

PRIVACY STATEMENT Victoria University (VU) values your privacy and is committed to handling your personal information in accordance with the Privacy and Data Protection Act 2014 (Vic) and other applicable privacy legislation. The personal information collected on this form will be used primarily for the purposes of assessing and processing this application. VU may also use and disclose your personal information to verify the information provided by you, to comply with government and other reporting requirements and/or to carry out associated activities connected with this application. Your personal information may also be disclosed to Commonwealth and State agencies such as the Department of Education and Training and the Department of Home Affairs in accordance with VU's obligations under the Education Services for Overseas Students Act 2000 (Cth) (ESOS Act), the National Code of Practice for Providers of Education and Training to Overseas Students 2018 (National Code) and other applicable legislation. Your personal information will not otherwise be used or disclosed without your consent, unless permitted by law. By completing and submitting this application, you agree to VU collecting, using and disclosing your personal information as described above and in accordance with VU's Privacy Policy and Student Information Privacy Collection Statement (which provides further detail about the types of personal information VU may collect from you and how it is managed) available on the Privacy page on our website vu.edu.au/privacy You have a right to access your personal information held by VU. If you have any questions regarding privacy, please refer to the Privacy page on our website, our frequently asked questions at ASKVU or phone us on 9919 6100 or 1300 VIC UNI (or 1300 842 864).

PRIVACY INFORMATION: We collect and protect your personal information in accordance with our Privacy Policy vu.edu.au/privacy.

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