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# Mid Candidature Review

## Document Submission Checklist

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As per the [Candidature Milestone Guidelines](#), the following list of documents are to be submitted 4 weeks prior to your Mid Candidature Milestone Review to [candidature@vu.edu.au](mailto:candidature@vu.edu.au):

- [Application for Mid Candidature Review PDF form](#) (panel feedback section included).
- A draft abstract (no more than 200 words);
- A comprehensive Table of Contents of the thesis (generated with Word, or similar).
- A table with a synopsis of all chapters and the progress made in each chapter (no more than two pages).
- One substantially completed chapter (such as a Methods/Methodology or the Data Analysis/Results/Findings chapter). While the Panel will recognise that chapters are a work in progress until thesis submission, they will expect to see a chapter which is substantially completed.
- For **Thesis by Creative**, Candidates are expected to submit one completed chapter of the exegesis, plus a sample or section of the creative work completed to-date.
- Manuscripts either under review or published (**optional**).
- A table/Gantt chart summarising a schedule of planned work and timing on each chapter between the time of the Mid-Candidature Milestone Review and the Towards Submission Milestone (no more than two pages).
  
- A statement responding to the following (no more than 2 pages):
  - ❖ The candidate's understanding and application in their thesis of research ethics, if applicable, and research integrity;
  - ❖ OHS, including candidate well-being, measures in place;
  - ❖ Intellectual property (where relevant)
  - ❖ Professional development/transferable skills for graduate outcomes. (The relevant [VU HDR MyPlan Tool](#) should be used to identify strategic planning for priority skills/learning area – this Tool is not required for submission);
  - ❖ Provision of resources, supervision and facilities; and
  - ❖ Responding to the recommendations of the previous Milestone, if applicable, (no more than two pages).

- [Plagiarism software](#) checker assessment report (see student Induction Space on VU Collaborate);

- **Plagiarism summary report** (Turnitin) – see student guide links below:

[Originality Check](#), by Student VU Collaborate Help. Originality Check – Test Folder, in [Student Induction](#) space (student access only).

**NOTE:** The [Research Ambassadors](#) have been trained on the plagiarism software and are a source of support if required.

- **Research Integrity Modules Phase 2** (modules 2, 5, 9 and 12) –

Provide evidence of completion (screenshot is acceptable – or you can download certificates - refer to the following link on how to download [Certificates of Completion](#)).

- The modules are on [VU Collaborate](#), under the Support and Collaborate tab.
- Each module takes approximately 30 minutes and you will need to gain at least 80% in the quiz to complete
- View the [guide to navigating VU Collaborate](#).