

---

# RECOMMENDATION ON CLASSIFICATION OF A MASTER RESEARCH THESIS

---

This form is to be completed when all requirements for the satisfactory completion of the thesis have been met. Please refer to HDR Procedure 9 Submission, Examination & Classification. For further information see: <https://policy.vu.edu.au/>

**NOTE:** The name printed on your award is the same name on your student enrolment record.

Any variations will require you to complete and submit a [personal details amendment form](#) (PDF, 128 KB) with supporting documentation, either original or a certified copy via your MYVU portal.

---

## 1. Candidate Details

---

First Given Name:

Family Name:

Candidate ID:

Research Institute

Thesis Title:

**Citation:** (60 words -will be recorded on your AHEGS statement and may be used for University publications)  
See [Appendix A – Citation Guide](#)

Name of Principal Supervisor:

Name of Associate Supervisors:

Name of Examiners:

## 2. Chair of Examiners Recommendation

For further information regarding the Chair of Examiners responsibility, please refer to HDR Procedure 9 Submission, Examination & Classification. For further information see: <https://policy.vu.edu.au/>

2.1 This is based on the following examiner recommendations. Please indicate the number of recommendations received in each category:

- the examiners recommending the thesis/major work be classified as **passed without further correction**;
- the examiners recommending the thesis/major work be passed, subject to **minor corrections**;
- the examiners recommending the thesis/major work be passed, subject to **substantial amendments**;
- the examiners recommending that the thesis be **deferred and resubmitted for examination**; and
- the examiners recommending **a fail classification**

Result code	Meaning	Grade Result
H1	First class honours	80 -100 %
H2A	Second class honours, upper	70-79%
H2B	Second class honours, higher	60-69%
H3	Third class honours	50-59%
N	Fail	0-49%
S	Ungraded pass	

Please indicate the recommendation and Honours level for assessment for each examiner:

Examiner Name	Classification Recommendation	Result Code	Grade Result (%)

In the event the thesis has been re-examined, please indicate the recommendation and Honours level assessment for each examiner:

Examiner Name	Classification Recommendation	Result Code	Grade Result (%)

2.2 In the event that the thesis has been re-examined, please indicate the number of recommendations received in each category:

the examiners recommending the thesis/major work be classified as passed

the examiners recommending a fail classification

2.3 After reading the examiners' reports, candidate's response, and receiving detailed certification and confirmation that all examiners' recommendations have been addressed, I recommend that the thesis be classified as:

**PASSED**

**FAILED\***

\*Where the thesis is classed as Failed, please proceed directly to Part 3 of this form.

2.4 I confirm that I have read the citation and that it is no more than 60 words in length. In addition, where applicable, the citation includes the following information:

- The problem investigated;
- Research outcomes;
- Impact on community/industry;
- Special awards/recognition;
- Publications;
- Whether the Candidate is currently employed by Victoria University and in what capacity.

Comments:

Signature of Chair of Examiners

Date

**3. Classification of Thesis**

**OVERALL EXAMINATION OUTCOME**

Where the examiners recommended either no, or minor changes and the Chair of Examiners has recommended classification, or where the thesis has been failed by examiners, the classification documents will be reviewed, signed and classified by the Dean Graduate Research (or nominee).

In all other cases, the classification paperwork will be forwarded to the Dean Graduate Research (or nominee), to constitute an Academic Review Panel to review the classification paperwork and the final thesis.

**NO OR MINOR CHANGES – PASSED RESULT**

The Dean Graduate Research (or nominee) has certified that the candidate has satisfied all academic requirements for the award of a Masters degree and that the thesis be classified as passed.

**SUBSTANTIAL CHANGES /DEFERRED – PASSED RESULT**

The Academic Review Panel has certified that the candidate has satisfied all academic requirements and recommends to the Dean Graduate Research (or nominee), the award of a Masters degree and that the thesis be classified as passed.

Academic Review Panel Chair:

Academic Review Panel Members:

Signature of Chair, Academic Review Panel

Date

The Dean Graduate Research (or nominee) has certified that the candidate has satisfied all academic requirements for the award of a Masters degree and that the thesis be classified as passed.

Signature Dean Graduate Research (or nominee)

Date

**FAILED RESULT**

The Dean Graduate Research (or nominee) has certified that the candidate has not satisfied academic requirements for the award of a Masters degree and that the thesis be classified as failed.

Signature Dean Graduate Research (or nominee)

Date

## APPENDIX A

### Citation Guide

The citation is written in consultation with the Principal Supervisor, but should also take into account comments from others who may have worked closely with the student during their research program.

The current citation word count is 60. This word count should include (where applicable) the following information:

- problem investigated
- research outcomes
- impact on community/industry
- special awards/recognition
- publications
- Whether the candidate is currently employed by Victoria University and in what capacity.

Citations are now required to be submitted as part of the documentation presented for the Classification of a Thesis.

#### Example 1

Melainie examined how alternative manual therapies and water exercise are helpful in managing chronic rheumatoid and osteo-arthritis. Rheumatologists and health professionals in Europe and Australia have applauded Melainie's work for helping improve the quality of care and the lives of people with chronic arthritis. Melainie is a member of Victoria University staff in the School of Health Science.

#### Example 2

The research investigated the use of naturally derived agents to develop anti-microbial packaging films. Success in developing these agents has meant that the work has received widespread international recognition, commercial interest, both scholarly and commercial publications and a patent.

#### Example 3

A precise knowledge of the properties of complex optical fibres are essential to continuing development and innovation in the communications industry. This thesis has made a significant contribution to the non-destructive determination of optical fibre properties.

Important applications of this work are now developing in European and Australian optic sensing fields

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](http://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](http://vu.edu.au/privacy).

Victoria University CRICOS Provider No. 00124K (Melbourne) and CRICOS Provider No. 02475D (Sydney). RTO Code: 3113. ABN: 83 776 954 731