

HIGHER DEGREE RESEARCH ADMISSION RESPONSE TO APPLICATIONS

Consideration of Application

When an application is received, the Graduate Centre will dispatch the application, together with a Response to Applications form and a covering memo to the relevant Discipline for consideration.

Head of Discipline/Postgraduate Coordinator's Certification

- Please note that the Head of Discipline/Postgraduate Coordinator may not sign the certification if he/she is the nominated Principal supervisor. If the Head of Discipline is also the Postgraduate Coordinator and the nominated Principal supervisor then another senior member of academic staff should sign the certification.

Deadlines

- Disciplines are given a deadline of **two weeks** by which to respond to the application.
- After two weeks the Graduate Centre will continue to contact the Discipline/School at regular intervals until a response is received.

Processing of Responses and Informing the Applicant

- Where no offer is to be made, the applicant will be notified. The student will be advised to direct any queries to the relevant Discipline/School/Postgraduate Coordinator.
- Where an offer of a place in a Master or Doctor of Philosophy program is to be made, the Graduate Centre will determine the Regulation under which the applicant should be admitted and obtain the approval of the Faculty and/or the Research Education and Development Committee where necessary. The applicant will be notified and given instructions regarding enrolment procedures in accordance with the information contained in the response form. A copy of the offer letter will be sent to the Discipline/School. The Faculty Higher Degree Committee and/or the Research Education and Development Committee may override the recommendation of a Discipline/School.

Offers for Graduate Diploma/Certificate Courses/Postgraduate Coursework/Qualifying Programs

- If a recommendation is received for an offer of a place in the above-mentioned courses, it will be re-directed to the relevant Faculty Registrar/Admissions and Enrolment Officer for further action.

Further information

Regarding Candidature: (08) 8303 5882

Regarding Scholarships: (08) 8303 3044

Fax: (08) 8303 5725

e-mail: graduatecentre@adelaide.edu.au

Disciplines should return the copy of the application accompanying this form.



RESPONSE TO APPLICATIONS

Please read notes carefully before you complete this form

(*Delete where appropriate)

Applicant's Name: _____

Faculty/School: _____ Discipline: _____

The applicant is:

ACCEPTABLE for candidature;

NOT ACCEPTABLE because:

Does the applicant meet the standard Honours/Masters by Research entry requirements as specified by the relevant academic program rules for admission to the degree applied and/or recommended?

YES

NO

If "NO", please provide a supporting statement regarding the suitability of the applicant for consideration by the relevant Higher Degree Committee and Research Education and Development Committee. In your assessment of the applicant's qualifications please indicate the closest equivalent University of Adelaide award (or part of).

Graduate Centre assessment of the minimum English Language requirements as set by the University -

Language Requirements met? Yes No (If no is ticked any offer of candidature will be made provisional until requirements are satisfied).

Recommended Program†: _____ Recommended Plan: _____

† Information about academic programs and plans is available on the Graduate Centre website at

<http://www.adelaide.edu.au/graduatecentre/pgcodes/>

†When indicating program as M.Eng.Sc or M.App.Sc.(Engineering) please annotate whether program should be all research or 3/4 research and 1/4 coursework

Please note that all PhD and Masters candidates are enrolled on a provisional basis for the first twelve months of the degree pending successful completion of the major review.

Recommended starting dates Earliest: _____ Latest: _____

Campus Location

North Terrace Waite Dental Hospital IMVS Remote
 Thebarton Roseworthy Hospital _____ ATP NSW (ECIC)
 (Please Specify)

Potential Supervisors

All students must be supervised by a panel comprising a principal and at least one co- or external supervisor. The principal supervisor has the primary responsibility for supervision and must be a member of the academic staff of the School/Discipline in which the student is enrolled, or, an affiliate, adjunct or clinical titleholder with that School/Discipline. A co-supervisor may be an academic employee from any University School/Discipline (including an affiliate, adjunct or clinical title holder). An external supervisor has no formal or official association with the University and does not have affiliate or adjunct status.

Please nominate at least two supervisors in accordance with the policy detailed above. The nominated principal supervisor must sign the Response to Applications form to indicate they are willing and available to accept supervision for the proposed candidature. The nominated principal supervisor, in cases where the Integrated Bridging Program (Research) IBP(R) is a compulsory component of the candidature, or where domestic students have elected to attend the IBP(R), agrees to the student's attendance and also agrees to participate as required, as part of his/her supervisory responsibilities.

Supervisory Role	Name	Phone Number	Signature
Principal			
Co/External*			Not Required
Co/External*			Not Required
Co/External*			Not Required

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In accepting the applicant for candidature, I confirm that the Discipline is able to provide the required supervision, facilities and resources.

The application is not acceptable for the reasons cited above

Head of Discipline/ Postgraduate Coordinator's Certification

Signature of *Head of Discipline/Postgraduate Coordinator

Date

Print Name

Higher Degree Committee Approval (if applicable)

Convener of Higher Degree Committee

Date

Research Education Development Committee Approval (if applicable)

Dean of Graduate Studies

Date

AUTHORITY TO ENROL	
<p>This applicant is authorised to enrol for the degree of _____ under Specific/General Rule _____ at the University of Adelaide, in accordance with the details and conditions specified above.</p> <p>_____ Admissions Officer</p> <p>_____ Date</p>	<p>Comments</p>