

# Higher Degree Research candidature

Macquarie offers individualised support to its research candidates by ensuring candidates are assisted at every academic and administrative stage, from application through commencement and progression to completion of candidature. Our candidates will receive careful direction from their academic supervisors, all of whom have well-established reputations for their own research.

Although a research degree is a demanding undertaking that will take a number of years to complete, the experience will be most rewarding. The University sets high standards for our research candidates which ensures our research degrees are respected and valued in the global environment.

Candidates are expected to plan and manage their own time in the work they undertake. They must be able to juggle the constant need to progress their research program with the competing and valid demands of family, friends, hobbies and relaxation. Time management skills become very important.

The Higher Degree Research Office (HDRO) website contains essential information you will require as a HDR candidate. Of particular use is the Higher Degree Research Guide for Candidates and Supervisors which is available at [www.research.mq.edu.au/students/current\\_students/hdrguide](http://www.research.mq.edu.au/students/current_students/hdrguide).

## Research Training Scheme

All eligible domestic higher degree research candidates enrolled in Doctor of Philosophy (PhD), Master of Philosophy (MPhil), Doctor of Psychology and Combined PhD/Master of Psychology programs are granted places under the Research Training Scheme (RTS). RTS places provide HDR candidates with an exemption from course tuition fees.

The RTS Guidelines impose specific conditions on universities and students, ranging from admission eligibility criteria, changes to program, maintaining candidature progression through to funding entitlements. It is expected that candidates will submit their thesis within the RTS funded period, which is a maximum of four years full-time equivalent study if undertaking a Doctorate degree by research and two years full-time equivalent study if undertaking a Master degree by research.

For further information about RTS funding, visit the Department of Innovation, Industry Science and Research website:

[http://www.innovation.gov.au/ScienceAndResearch/programs\\_funding/Pages/ResearchTrainingScheme.aspx](http://www.innovation.gov.au/ScienceAndResearch/programs_funding/Pages/ResearchTrainingScheme.aspx)

## Attendance

### Part-time and full-time candidature

Higher degree research programs may be taken either by full-time or part-time study; however an applicant for admission as a part-time candidate must satisfy the Faculty that she or he will have sufficient

appropriate time to complete the requirements of the degree within the maximum allowable period of candidature.

International candidates studying on a student visa should be aware that it is a condition of student visa that full-time enrolment be maintained.

In order to undertake full-time candidature, a candidate is expected to commit on average a minimum of 40 hours per week to their research study program.

In order to undertake part-time candidature, a candidate must be able to commit on average a minimum of 20 hours per week to the pursuit of their research study program.

Throughout their candidature, candidates must regularly attend to requirements and participate fully in the intellectual, research and academic life of their academic unit.

### Candidature location

All HDR candidates are enrolled in their research program as internal mode of attendance.

If the candidate resides outside the normal commuting distance, the Principal Supervisor and the relevant Faculty must be convinced that the candidate has the personal maturity and research experience to pursue independent, sustained and structured research off campus.

The candidate, the Principal Supervisor and the Faculty must ensure appropriate and adequate supervision, facilities and affiliation are arranged, and that locational arrangements are consistent with any agreements relating to the candidate.

Higher degree research, such as fieldwork and data collection, can be undertaken at locations away from campus and overseas, subject to approval from the Principal Supervisor and the Faculty. Conducting research overseas for a period greater than 4 weeks and up to 12 months must be approved by the Higher Degree Research Committee. Time spent undertaking research overseas does not affect enrolment status, as enrolment continues as usual and the submission date does not alter.

## Intellectual property

The University recognises the rights of students to intellectual property generated by them during their course of study at the University. At enrolment new research students are requested to assign intellectual property rights to the University and agree to the University managing on the student's behalf such intellectual property arising from research programs for the benefit of all concerned. This means that intellectual property in the form of patentable material can be commercialised to the benefit of all inventors and gives the student equal rights with members of the academic staff. Further information is given to students with their enrolment package and the full University policy is available at [www.research.mq.edu.au/students/ip](http://www.research.mq.edu.au/students/ip).

## Commencement programs

After enrolling at Macquarie, candidates will be required to participate in a commencement program to ensure the best possible start to their research. The program consists of two components; both are compulsory activities for all research candidates:

- **Central Commencement Program (CCP)**  
CCP is an introduction to the University, to research practice and to the support mechanisms available to candidates. The program runs twice a year and is an opportunity to meet with other candidates and become oriented to the task of undertaking research. Key members of the University community attend the program and provide information essential for successful thesis completion.
- **Faculty Commencement Program (FCP)**  
This component is delivered by individual Faculties and provides candidates with an orientation to their own context, opportunities to learn from senior researchers and other research students, opportunities to explore research methodologies, opportunities to present their own work and listen to others, and the opportunity to participate in a variety of research seminars. The FCP is pivotal to integration of the candidate into the culture of their Faculty and Department. The FCP is part of the first year of candidacy; it is assessed and must be completed in order to progress with candidature. Further information is available at [www.research.mq.edu.au/students/new\\_students/commencement\\_programs](http://www.research.mq.edu.au/students/new_students/commencement_programs).

## Academic progress

A number of milestones have been set for enrolled candidates to ensure research is kept on track and to assist in overcoming any research-related difficulties. After the first six months of equivalent full-time study, the Faculty will report on a candidate's progress to date. Thereafter, at the end of each calendar year all HDR candidates enrolled in the time-based component of their degree are required to submit an annual progress report. Successful completion of progress reports is required for the continuation of enrolment and any scholarship held. Further information is available at [http://research.mq.edu.au/students/current\\_students/annual\\_reports](http://research.mq.edu.au/students/current_students/annual_reports).

## Candidature Management Plan

At the commencement of research candidature at Macquarie University, candidates are informed of the date by which their thesis is to be submitted. There are a number of milestones to be achieved during research candidature and these are mapped out in a Candidature Management Plan (CMP). The aims of the CMP are to ensure candidates are fully aware of the nature of these milestones as they relate to higher degree research progression and to assist candidates with their research planning and in developing a realistic timeline for research completion by the due date.

Individual plans have been devised according to the degree of enrolment and scholarship status. For example, a candidate enrolled in a professional doctoral degree such as a Doctor of Psychology has three years to complete the program, whereas a candidate in a Doctor of Philosophy has four years. Scholarship holders enrolled in a doctoral degree and receiving a stipend for three and a half years should aim to submit their thesis within this time. Masters by Research candidates have two years to complete their research. Plans have been devised for each degree according to these candidature periods.

The CMP does not take into account specific discipline requirements and it may be that there will be some minor variations in research component completion due to the area of study. The Higher Degree Research Committee urges all candidates to discuss the CMP with their supervisors to ensure that both central candidature requirements and discipline-specific requirements are met within the designated candidature period.

Candidates researching for the submission of a thesis by publication, which may or may not include a creative component, should also consult with their supervisors to ensure necessary requirements are met.

The CMP can be accessed at [www.research.mq.edu.au/students/current\\_students/cmp](http://www.research.mq.edu.au/students/current_students/cmp).

