HIGHER DEGREE RESEARCH (HDR) STUDENTS

PROBATION PROCESS

Faculty or Dean of Research request period of probation.

A Probation supervisor (Senior Academic) nominated by Faculty/School, details forwarded to RSC.

RSC sends formal notification letter to HDR student. A memo is also sent to probation supervisor outlining student and probation details.

Probation Supervisor, student and supervisors meet within 2 weeks of receiving paperwork to discuss milestones and goals. Complete and sign ‘Probation Milestones Agreement’ for HDR students and return signed copy to RSC.

During the probation period student meets regularly with Probation supervisor and supervisors to discuss progress and provide evidence of achievement of milestones and goals.

Probation End – Probation supervisor prepares final probation report / recommendation within 2 weeks of probation end. Complete and sign ‘Probation Report Form’ and return to RSC.

Dean of Research will review probation report and make a final decision regarding the student’s continued candidature. RSC will formally notify student and Faculty of recommendation.

HDR student has 20 working days to appeal decision (refer Academic Grievance Policy – HDR students). All appeals must be in writing and submitted to RSC.