

PhD Progress Requirements

Introduction

Developing clear progress expectations will help problems to be identified (and, ideally, resolved) in the early stages of candidacy.

Recommendations

- That we adopt the following milestones and use these to define satisfactory progress:

<i>Three Months Following Registration</i>	Candidates should notify their supervisors and the PhD Director of a working proposition for their research.
<i>Six Month Progress Report</i>	<p>Candidates should submit:</p> <ul style="list-style-type: none"> • A clear research question • A detailed timeline that includes a proposed chapter structure and key outputs (including publications) • Evidence they are developing a strong familiarity with their research field (this would normally be preliminary sections of a literature review but could also take the form of a draft or submitted article). • Evidence they have met any course work requirements that were specified in their letter of offer.
<i>Twelve Month Progress Report</i>	<p>Candidates should submit:</p> <ul style="list-style-type: none"> • Copies of outputs specified in their timeline • A full draft of their literature review OR where a thesis by paper approach is taken, evidence of the first study undertaken, such as a submitted article; • A set of specific research questions or hypotheses • A draft methodology OR where a thesis by paper approach is taken, evidence of the first study undertaken that includes a description of the methodology used as part of a submitted article. <ul style="list-style-type: none"> • Candidates will also be required to present a seminar outlining their proposed research to a small group including: their supervisors, the PhD Director, two independent staff with expertise related to the research field. This committee will review the candidate's proposed work and, if satisfied that this is likely to meet the required standards, will recommend confirmation. If candidates prefer, they may present a seminar to the full Department to meet this criterion. • Candidates whose work is not approved at this meeting will have one further opportunity to address

concerns raised by the committee to the satisfaction of the PhD Director and the two independent staff assessors.

- Candidates who either do not present a seminar by 18 months into their candidacy, or whose work is not approved by the assessing committee, will not be confirmed and will be exited from the programme.
- At the confirmation point, the supervisors in place would normally be expected to continue as the candidate's supervisors until the thesis has been formally passed. While it is never possible to guarantee that supervisors and students will work well together, any difficulties should be evident within 6 months. By 12 months, all parties should know whether difficulties can be resolved or whether changes to the supervisory team are appropriate. Changes to the supervisory team after confirmation should occur only in exceptional cases.