GRADUATE RESEARCH SCHOOL

RESEARCH PROPOSAL REVIEW (RPR)

UNIVERSITY OF WOLLONGONG AUSTRALIA

Please consult the HDR Progress Review Guidelines at:
https://www.uow.edu.au/about/policy/UOW238026.html

This report should be completed early in the candidature, as follows:

For doctoral students - between 1.0 and 1.5 EFTSL (1 – 1.5 year full-time enrolment or equivalent) of the thesis component of the degree has been completed.

For Master of Philosophy students - between 0.5 and 1 EFTSL of the thesis component of the degree has been completed.

The EFTSL associated with coursework in the Master of Philosophy, PhD (Integrated) and professional doctorates should not be counted when calculating when the RPR should take place.

Students are not required to complete a RPR whilst on probation. Students who successfully complete the probation process must present their RPR within 0.5 EFTSL, or one session (full-time enrolment or equivalent) of completing probation.

Candidature Commencement Date	Date of RPR Review	RPR Review Number
		1st ☐ 2nd ☐ 3rd ☐

CANDIDATURE DETAILS

Student Name			
Student Number		Current EFTSL	
Degree			
Faculty			
School			

LIST OF MEMBERS OF THE RPR COMMITTEE

Please refer to Section 5 of the RPR Guidelines.

Principal Supervisor	
Co-supervisor	
Other Committee Members	

RESEARCH PRESENTATION

Please refer to Section 6 of the RPR Guidelines.

Title of Thesis	

	YES	NO
The research questions and scope are appropriate to the degree		
The standard of presentation is acceptable		
Comments:		

RESEEARCH PLAN

	YES	NO
Research design and methods are appropriate to the project		
The candidate displays sound knowledge of the field of research		
The draft thesis outline is appropriate, given the stage of research		
The draft timelines are appropriate and achievable		

Are there issues with any of the following? *(please provide details in the **Comments** section)*

Ethics ☐	Conflict of Interest ☐	Intellectual Property ☐	Safety ☐

Comments:

PRELIMINARY LITERATURE REVIEW

Please refer to Section 6 of the RPR Guidelines.

	YES	NO
Preliminary literature review completed		
Literature review demonstrates adequate understanding of the research area		
Comments:		

RESOURCES

Please refer to Section 6 of the RPR Guidelines.

	YES	NO	N/A
Laboratory access is appropriate			
Adequate infrastructure and funding			
Adequate technical support available			
Further training or assistance required *(please provide details in the **Comments** section)*			
Comments:			

COMMITTEE QUESTIONS

Please summaries any questions and responses.

OUTCOME

The overall research proposal should be assessed in terms of the feasibility, aims, significance and originality of the research. The scope of the research should be appropriate for the degree. Please provide comments.

Is the overall research proposal satisfactory?		**YES** ☐	**NO** ☐
If **NO**, after first review, please provide **revised** proposal review date^ *(for further information please see Section 8 & 9 of the RPR Guidelines)*		..... /..... /.....	
If **NO**, after second review, please indicate the recommendation below and provide details			
Probation* ☐	Change supervisor ☐	Downgrade to Master of Philosophy ☐	
Discontinuation ☐	Referral to RESH900/901 – Fundamentals for HDR Writing ☐		
Other *(please specify)*			
Comments:			

^ *The Faculty will notify the student of the outcome and set the date for representation.*

* *Once the student has been advised by the Graduate Research School (GRS) that they are being placed on probation, a meeting will be held with the student, the probationary supervisor and current supervisors. The Probation Milestones Agreement will be completed to define the milestones and timeframes to be achieved by the probation end date. A copy of the agreement will be provided to the student, the supervisors and the GRS.*

APPROVAL BY HEAD OF POSRGRADUATE STUDIES (HPS)

I confirm the conclusion of the report and verify that the committee members are in agreement with the recommendation.

HPS Name			
HPS Signature		Date	

Please note the HPS should provide the student with a signed copy of the RPR report.

APPROVAL BY ASSOCIATE DEAN (RESEARCH)/EXECUTIVE DIRECTOR (AIIM)*

*This section should only be completed for reports that are deemed unsatisfactory by the panel.

ADR Name			
ADR Signature		Date	

PLEASE FORWARD A COPY OF THE COMPLETED APPLICATION TO THE GRADUATE RESEARCH SCHOOL (LEVEL 1, BUILDING 20) – graduate-research-school@uow.edu.au

Version Control and Change History

Version Control	Date Effective	Approved By	Amendment
1	21 February 2013	Dean of Research	Change in delegated authority from Dean of Faculty to Associate Dean, Research
2	15 March 2013	Dean of Research	Added Executive Director (AIIM)
3	3 February 2014	Manager, RSC	Added revised proposal review option. Reformatted.
4	22 July 2014	Dean of Research	Specified different actions for 1st & 2nd review process.
5	9 February 2015	Manager, Graduate Research School	Update terminology and formatting. Clarify RPR timeframe for degrees with coursework.
6	9 September 2015	Manager, Graduate Research School	Update to include referral to RESH and clarify student notification.
7	5 April 2017	Manager, Graduate Research School	Removed section about GRS notifying student if RPR unsatisfactory. This is managed by the Faculty.
8	17 November 2017	Manager, Graduate Research School	Updated according to UOW RPR Guidelines
9	20 November 2017	HDR Project & Compliance Officer, Graduate Research School	Reformatted form.