HIGHER DEGREE RESEARCH
Doctor of Education Candidature Recommendation

INSTRUCTIONS

There are FIVE parts to this Doctor of Education Candidature Recommendation:

Part 1 - To be completed by the Program Convenor
Part 2 - Supervisor’s agreement to be completed by both supervisors
Part 3 - To be completed by the Head of School (or nominee)
Part 4 - To be completed by the Dean/Deputy Dean (Research) (or nominee)
Part 5 - To be completed by the Dean, Griffith Graduate Research School.

Please ensure that all questions are answered, including the FoR Code, SEO Code and the FOE Code. Copies of these items are available on the Management Information Server.

Please note that missing details will delay the processing of this application.

APPLICATION’S DETAILS

Family name:  
Given names:  
Attendance:  
☐ Full time  
☐ Part time  

Element:  
Faculty:  Education  
Campus:  

Likely commencement:  
☐ Semester 1  
(Between 1st January - 30th June)  
☐ Semester 2  
(Between 1st July - 31st December)  
Year:  

PART 1  PROGRAM CONVENOR’S RECOMMENDATION

Is the applicant academically qualified for admission?  
☐ Yes  
☐ No  

If no, is the applicant recommended for admission on the grounds of equivalence?  
☐ Yes  
☐ No  

If yes, provide a justification for direct admission to candidature, eg professional leadership, achievement and recognition, formal research training, research experience, research publication, professional recognition, and standing as a researcher.

Special Conditions to be applied to the candidature (eg, applicant must successfully complete English language training prior to admission, audit courses, take an academic writing course, sign a confidentiality agreement, etc)
Please advise whether:

- the proposed research project is appropriate for EdD research and is consonant with the academic aims of the school [Yes No]
- the applicant's English language proficiency meets the University's standard. *(Where the applicant does not meet the admission requirement, please attach a justification.)* [Yes No]
- the proposed program can be completed within the maximum period of candidature [Yes No]
- the candidature can be accommodated within the element's budget [Yes No]
- the proposed arrangements for 'remote' candidature are appropriate [Yes No]
- the intellectual property rights of the applicant are a consideration. *(If so, attach a copy of the agreement or provide advise on whether and agreement is being negotiated.)* [Yes No]
- the use of confidential material and/or the need for special clearances for access to the thesis during and after the examination is justified. *(Attach a justification.)* [Yes No]

Resources and facilities:

- Will the student require access to HDR office facilities? [Yes No]
- Will access be required on a full time or part time basis? [F/T P/T]
- Are there any special computing requirements? *(If 'Yes' provide details below.)* [Yes No]
- Are special laboratory, equipment or other resources required? *(If 'Yes' provide details below.)* [Yes No]

Is candidature recommended? [Yes No] Further information required

If candidature is not recommended or if a decision is deferred pending the receipt of further information please provide a reason for your decision here.

Program Convenor Signature: Date

PART 2 SUPERVISOR’S AGREEMENT

Agreement to supervise

Supervisor 1 Name: Staff ID:

How many HDR students are you supervising at present? Principal: Associate:

What percentage of this supervision are you claiming? %

If a Principal Supervisor, have you supervised at least one HDR student to completion? [Yes No]

If a Principal Supervisor, will the student be associated with a Research Centre (of which you are a member)? [Yes No]

Name of Research Centre:

Please advise any planned absences in future:

I agree to act as supervisor for the above applicant. Signature: Date
Supervisor 2 Name:  
Staff ID:

<table>
<thead>
<tr>
<th>How many HDR students are you supervising at present?</th>
<th>Principal:</th>
<th>Associate:</th>
</tr>
</thead>
<tbody>
<tr>
<td>What percentage of this supervision are you claiming?</td>
<td>%</td>
<td></td>
</tr>
<tr>
<td>If a Principal Supervisor, have you supervised at least one HDR student to completion?</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>If a Principal Supervisor, will the student be associated with a Research Centre (of which you are a member)?</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Name of Research Centre:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Please advise any planned absences in future:</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

I agree to act as supervisor for the above applicant.  
Signature:  
Date

External Supervisor Name:  
Institution/Organisation:  
Mail address:  
Email:  
Telephone  
Facsimile

☐ Please attach a Curriculum Vitae

I agree to act as supervisor for the above applicant.  
Signature:  
Date

PART 3  HEAD OF SCHOOL RECOMMENDATION

Nominated supervisors (Heads of Elements must answer the following questions and ensure that agreement to supervise is obtained.)

<table>
<thead>
<tr>
<th>Name</th>
<th>Element</th>
<th>Role</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td></td>
<td>Principal/Associate/External</td>
</tr>
<tr>
<td>2.</td>
<td></td>
<td>Principal/Associate/External</td>
</tr>
<tr>
<td>3.</td>
<td></td>
<td>Principal/Associate/External</td>
</tr>
</tbody>
</table>

☐ Yes  ☐ No  Are you satisfied that the nominated supervisors can accommodate the applicant in terms of time and resources?

☐ Yes  ☐ No  Where the nominated supervisor is a University staff member, does he/she hold a confirmed, continuing, or fixed term appointment of sufficient length for supervision to be provided for the duration of the candidature?

☐ Yes  ☐ No  Do the nominated supervisors hold qualifications equivalent to that being supervised?  
(If ‘No’, please provide an argument supporting this recommendation in the space below.)

☐ Yes  ☐ No  Have at least two University supervisors been nominated in accordance with the University’s policies for research higher degrees?  
(If ‘No’, please provide an argument supporting this recommendation in the space below.)

Is candidature recommended?  
☐ Yes  ☐ No  ☐ Further information required

If candidature is not recommended or if a decision is deferred pending the receipt of further information please provide a reason for your decision here.
### PART 4  DEAN / DEPUTY DEAN (RESEARCH) RECOMMENDATION

**Supervisor Load** (Advise % allocation for distributing load)

<table>
<thead>
<tr>
<th>Supervisor</th>
<th>Element</th>
<th>Faculty</th>
<th>Load</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

If the supervision is across elements, the Dean/Deputy Dean (Research) of the other participating element must sign approval of load split.

<table>
<thead>
<tr>
<th>Signature:</th>
<th>Print Name:</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Participating Element Dean /Deputy Dean (Research)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Scholarship Category** (applicable for annual round – APA, GUPRS & EIPRS)

- **Category A:** Eligible for scholarship.
- **Category B:** Not eligible for scholarship. Eligible for candidature.
- **Ineligible:** Not eligible for scholarship or candidature.
- **Further Information Required**

H1 equivalence justification

Is the Head of Element recommendation supported? *(If ‘No’, please attach justification)*

<table>
<thead>
<tr>
<th>Signature:</th>
<th>Print Name:</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dean/Deputy Dean (Research)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### PART 5  FINAL CANDIDATURERECOMMENDATION

**Approved / Not approved**

<table>
<thead>
<tr>
<th>Signature:</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dean, Griffith Graduate Research School</td>
<td></td>
</tr>
</tbody>
</table>

### PROTECTING STUDENT PRIVACY

Griffith University collects, stores and uses personal information only for the purposes of administering student and prospective student admissions, enrolment and education. The information collected is confidential and will not be disclosed to third parties without your consent, except to meet government, legal or other regulatory authority requirements. For further information consult the University's Privacy Plan at [www.griffith.edu.au/about-griffith/plans-publications/griffith-university-privacy-plan](http://www.griffith.edu.au/about-griffith/plans-publications/griffith-university-privacy-plan) or Telephone (+61 7) 373 57700 or (+61 7) 555 28811.