

Responsibilities of the Student

Candidates have a responsibility to make themselves aware both of the requirements for the degree in which they are enrolled, and the objectives of that degree.

A PhD or Masters (Honours) degree is research training with an output in the form of a thesis or major work which measures the success of that training. It should be planned and carried out within a clear time frame. Part of the training is to be able to plan and execute a project within defined time limits.

Supervisory Panel

The degree is undertaken under supervision. Candidates have a responsibility to establish agreed methods of working and then to fulfill their side of any agreement with the Principal Supervisor and other members of the supervisory panel. Candidates must be available for agreed consultation and provide evidence of the progress being made, including submission of the Annual Report Form.

Candidates must participate in such College/Research Centre activities as are expected. Candidates are responsible for notifying their Principal Supervisor if they have any difficulties. If candidates are having problems with their supervisory panel they should be aware of the mechanisms that exist to resolve these problems and take advantage of them. Candidates are responsible for obtaining approval to take time away from their candidature or vary their record of candidature in any way.

Administrative Requirements

Candidates are responsible for ensuring that they meet all the administrative requirements of the University, such as re-enrolling each year.

Time

See Completion Times Below.

Candidates are responsible along with their supervisors for ensuring that they have sufficient time allocated to write up their thesis, and that they have ascertained what is necessary in terms of content, style and presentation.

Candidates are responsible for giving their supervisory panel Principal Supervisor notice of the expected submission date of their thesis or creative work to allow early selection of examiners.

Part-time Candidature

It is the responsibility of part-time candidates to maintain regular contact with members of their supervisory panel. The importance of providing evidence of progress increases rather than diminishes for part-time candidates.

Thesis

Candidates are solely responsible for the content, style and presentation of the thesis or work that is finally presented and for certifying its originality.

Problems

Problems can and do arise between students and members of their supervisory panels. It is obviously desirable that these are addressed and settled as expeditiously as possible, and preferably within the school or college. Many are simple enough to be resolved through discussion, with or without the assistance of a third party.

If a difficulty does arise between a candidate and a supervisor, they should first try to talk the problem through. If this does not resolve the situation, the candidate should seek the assistance of another, or the other, member of the supervisory panel. If this is unsuccessful then the candidate or any member of the supervisory panel should seek the advice of the postgraduate co-ordinator of the school or the College Associate Dean, Research, who should consult all parties concerned in an attempt to resolve the dispute.

Sometimes the problem may be an irreconcilable personality clash between supervisor and candidate, or sometimes the development of the topic means that the original supervisor's area of expertise is no longer relevant. In such cases either the candidate or the supervisor may request a change of supervisor without discredit to either party.

Some problems, however, are more complex and may require the resources of the University counselling service or the formal dispute resolution processes of the University.

It is important for all parties to realise that good supervisor/candidate relationships do not happen automatically. They can be difficult to establish and just as difficult to maintain. Problems that have become in effect disputes or grievances, which cannot be resolved at a college level, may have to be referred to the UWS Research Studies Committee, which will consider the dispute and consult with the parties concerned and other appropriate members of staff.

Completion Times

The Department of Education, Science and Training (DEST) and UWS have strict time limits for research candidature, so time management is critically important. It is recommended that candidates should aim to complete in minimum time but if that is not possible candidates must be guided by the range of minimum and maximum times. Candidates who were enrolled before 2001 have a different set of time limits to those who enrolled in 2001 or later. These new time limits have been set by DEST.

The University counts enrolment in load (EFTSL - equivalent full time student load) and this is determined by the candidate's enrolment pattern. This method of counting time takes into account periods of full and part time enrolment and periods of leave.

The EFTSL clock stops during periods of leave. Load (EFTSL) is accrued at 0.25 per part time session and 0.50 per full time session.

Candidature Time Limits in EFTSL

The below tables sets out the minimum and maximum completion times for the different enrolment periods.

2001 or later

M (Hons)				PHD, Professional Doctorate			
Minimum		Maximum		Minimum		Maximum	
EFTSL	1	EFTSL	2	EFTSL	3	EFTSL	4
Full time Years	1	Full time Years	2	Full time Years	3	Full time Years	4
Full time Sessions	2	Full time Sessions	4	Full time Sessions	6	Full time Sessions	8
Part time Years	2	Part time Years	4	Part time Years	6	Part time Years	8
Part Time Sessions	4	Part Time Sessions	8	Part Time Sessions	12	Part Time Sessions	16

Pre 2001

M (Hons)				PHD, Professional Doctorate			
Minimum		Maximum		Minimum		Maximum	
EFTSL	1	EFTSL	3	EFTSL	3	EFTSL	5
Full time Years	1	Full time Years	3	Full time Years	3	Full time Years	5
Full time Sessions	2	Full time Sessions	6	Full time Sessions	6	Full time Sessions	10
Part time Years	2	Part time Years	6	Part time Years	6	Part time Years	10
Part Time Sessions	4	Part Time Sessions	12	Part Time Sessions	12	Part Time Sessions	20

Note:

- PhD and Professional Doctorate candidates who hold a research masters degree may complete within two years.
- The maximum periods of candidature are different to the tenures of scholarships. Holders of scholarships with stipend should consult their award conditions for more information on scholarship duration.
- DEST requires that candidates who transfer between universities must take their "time" with them. Thus a candidate who commences at UWS after having completed a year of full time study in a PhD at another university will have their completion time at UWS reduced by the amount of time spent at the first institution.