

# Candidate Responsibilities

## Candidate Length

Research candidates have a range of time to complete the degree, see table below. It is expected that you will complete in minimum time but you may extend up to the maximum time, if necessary. The University counts time in enrolment load (EFTSL – equivalent full-time study load) and this is determined by your enrolment pattern. This method of counting enrolment 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.

### Completion Times

	EFTSL	Full-time Years	Full-time Sessions	Part-time Years	Part-time Sessions
M (Hons)					
Minimum	1	1	2	2	4
Maximum	2	2	4	4	8
PhD, Prof Doc					
Minimum	3	3	6	6	12
Maximum	4	4	8	8	16

You must work with your panel to construct a reasonable timeline and to decide how you judge your progress against it and make adjustments when necessary.

The amount of time you have for a scholarship is shorter than the maximum allowable time for candidature and if you are a doctoral scholarship holder you should be working towards completion within three years. Managing the scope of your project requires skill as you must judge what will give you a good thesis and know when to put things aside, perhaps for a paper or to pursue after graduation, for example, sometimes work that first appears to be vital would best be kept for postdoctoral work.

You are encouraged to write often and write early and you are responsible, along with your supervisors, for ensuring that you have sufficient time to write up the thesis or exegesis, and that you know what is necessary in terms of content, style and presentation.

## Fees for extensions

If you are enrolled on a fee-paying basis you will incur fees for any extension of maximum time.

If you are a domestic funded candidate, you may apply for a fee-free extension of one session but for any following sessions that you remain enrolled fees will apply, see [http://www.uws.edu.au/research/current\\_research\\_students/fees#Domestic](http://www.uws.edu.au/research/current_research_students/fees#Domestic)

This means that a domestic funded doctoral candidate may potentially be enrolled for up to four and half years full-time without having to pay fees, provided that the explanation of the delay is accepted and the extension of candidature approved. Any further period of enrolment will automatically attract fees.

## Part-time and full-time expectations

It is expected that a full-time candidate will normally spend a minimum of 35 hours per week on their study and that part-time candidates will spend 20 hours per week. This is offered as a guideline, circumstances may change at different periods of the candidature.

Managing a heavy load is a significant consideration for many doctoral students. For part-time candidates, finding twenty hours a week of effective working time can be difficult. This means time with minimal interruptions, when you are fresh and alert and the time is long enough at a stretch to be useful. Some people are late night intellectual workers, others are best early in the morning. Students with heavy family responsibilities need strategies for sharing the load and finding effective study time. Fellow students and student organisations can be very supportive.

## Thesis

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

## Rules and Policies

You should be aware of all relevant rules and policy and ensure that your candidature complies with them. They are contained on the UWS policy website <http://policies.uws.edu.au/masterlist.php> accessible using your UWS login.