

Upgrade from Research Masters to Doctoral Candidature GUIDELINES



Upgrade to Doctoral Studies

In some circumstances a student and supervisory panel may consider an upgrade from a research masters to a doctoral program.

Upgrades are not to be seen as a way of circumventing doctoral admission rules but as a step to be taken when it can be demonstrated that the quality and depth of the student's work warrants such a consideration. The student's scholarship will be demonstrated by markers such as written research design and analysis, the Confirmation of Candidature document, a literature review, completed chapters and publications.

Applicants should be aware that the demands of doctoral research are much higher than the research masters in terms of use of methodology, the significance of the research findings and the contribution of knowledge to the discipline.

The assessment of an upgrade application is a rigorous process and the student and panel must provide information that will allow the College Research Committee and the UWS Research Studies Committee to be convinced that all criteria (see below) are met and that the student has sufficient time to complete a doctorate. Thought must also be given to the type of doctorate being considered, for example, some professional doctorates where the student completes a portfolio may not be appropriate as the student will not have sufficient time to address specific course requirements.

Often, applications to upgrade will occur around the time of Confirmation of Candidature and in such cases the applicant should provide the confirmation document and the confirmation report with the application to upgrade.

In some circumstances the application will be made at a later stage and the Confirmation of Candidature should be considered in these circumstances as well. However, it may be a good idea to present the case for upgrading to a panel within the College. The principal supervisor should discuss this with the College Associate Dean Research.

In all cases the time spent enrolled in the research masters will be deducted from the time allowable in the doctorate.

Criteria

1. The quality and originality of the research already completed.

General quality will be reflected in an original methodology or procedure of originality and merit and/or an original analysis of compelling significance.

2. The scope and complexity of the project

It must be shown that the scope and complexity of the project are at a doctoral level and beyond the expectations of a research masters. The complexity must be well thought out and the project must be shown to have a clear focus.

3. Research capabilities of the applicant

The assessment of the research capability of the applicant will normally be demonstrated by the completion of a significant body of material, such as written research design and analysis, the Confirmation of Candidature document, a literature review, completed chapters and publications.

Process

The application must be supported by the supervisory panel and will be considered by the College Research Committee and the UWS Research Studies Committee.

Application

Applications must include:

1. A completed cover sheet
2. A resume of all relevant work and qualifications.
3. A submission making a claim to the quality and scope of the work completed. This should be demonstrated by the inclusion of pieces of written analysis, or other documents, which support the claim. In particular, evidence will need to be provided to illustrate that the project has the breadth and depth required for doctoral studies.
4. A statement of the proposed changes in the project if it was to become a PhD project, including resource needs.
5. A revised timeline.
6. Other evidence that supports the three criteria listed above.
7. A statement of support from all members of the supervisory panel.
8. International students will be required to show evidence that they have approval from their funding body and/or employer in their country of origin (if applicable) and UWS International.

Mailing Address for Applications:

Ms Susan Channells
Office of Academic Registrar
Research Services
Building K1
Locked bag 1797
Penrith South 1797 NSW

Upgrade from Research Masters to Doctoral Candidature APPLICATION COVER SHEET



STUDENT No: _____

STUDENT & PROGRAM DETAILS

Surname _____ Given Names _____

Upgrade to: _____

Thesis title is _____

SUPERVISORY PANEL APPROVAL

Principal Supervisor (Print name)	Signature	Date
_____	_____	_____

Associate Supervisor (Print name)	Signature	Date
_____	_____	_____

Associate Supervisor (Print name)	Signature	Date
_____	_____	_____

School/Centre APPROVAL

Print Name	Signature	Date
_____	_____	_____

COLLEGE APPROVAL

Associate Dean Research	Date
_____	_____

UWS RESEARCH STUDIES COMMITTEE

Signature of Chair or Nominee	Date
_____	_____

OFFICE USE ONLY:

Student Notified:

Supervisor Notified:

SRS adjusted: