STATEMENT OF EXPECTATIONS

(Please complete on a separate sheet and attached to the back of the DRC 2 application. The Candidate, Supervisor and Co-Supervisor(s) must sign the Statement of Expectations.)

Careful attention to the Statement of Expectations provides a sound basis for the development of a good professional relationship between the Candidate and Supervisors. While the following is a Sample Only, it provides a clear indication of what the Doctoral Research Committee expects to see when a candidate seeks Provisional Registration. The Candidate and Supervisor(s) are agreeing that the following should be met in order to proceed to full registration.

(a) **Academic Performance Standards**

A statement of the Academic Performance Standards which the supervisors will expect the applicant to meet. The standards should be measurable to enable the supervisor to clearly determine whether the applicant can be recommended for full registration following the Confirmation of Registration event. Normally 12 months for full time and 18 months for part time candidates. While it is recognised that some of the categories may not be relevant to a particular discipline or programme, supervisors should select those that are relevant and both the supervisors and the candidate should be clear about the standards against which the candidate will be judged in terms of progression to full registration. It should be made clear to the candidate that failure to meet the Performance Standards will result in his/her registration being delayed up to 6 months and/or terminated. A maximum of 30 credits of course work is permitted in the provisional year; the requirement is a passing standard of B+ or better for each paper.

- Below lists some areas of criteria that supervisors and candidates should consider:
  - Complete specified course work and achieve a grade of B+ or better in each paper (if applicable). *It is preferable that course work is completed prior to Provisional Registration.*
  - A full proposal outlining the scope of the study, conceptual framework, the methodology to be employed, the selection of case studies, the objectives for each phase of the research, the outputs for each phase, the timetable, and the mode of analysis to be used, will have been approved.
  - A literature review will be substantially complete
  - A chapter framework will be drafted
  - The aims of the study will have been presented at a research seminar or similar (and/or at the Confirmation of Registration event)
  - Regular attendance at academic unit seminars and meetings
  - Any other specific requirements

(b) **Communication Arrangements**

Proposed arrangements for ensuring adequate contact between applicant and supervisor(s), including off-campus supervisor(s). Consideration should be given to such issues as: frequency and length of applicant/supervisor(s) meetings; turnaround times for feedback on written work by the applicant; and the responsibilities or contributions of supervisors.

- **Checklist**
  - The Supervisors will provide overall guidance and will facilitate reasonable access to resources and personnel as needed.
  - The Candidate will meet with the Supervisor and Co-Supervisor(s) on a regular basis. If scheduled appointments cannot be kept, the Supervisor will make alternative arrangements.
  - The Candidate will produce material for Supervisor and Co-Supervisor(s) to read at least one week before an arranged meeting.
  - The Supervisors will undertake to supply both written and verbal comments on this work.
  - The turn around time for written comments from the Supervisors will be negotiated between the Candidate and the Supervisors but normally will not exceed 10 - 14 days.
  - The Supervisors and Candidate will ensure that Six Monthly Reports are forwarded to the Doctoral Research Committee in a timely manner.

**Have you discussed the ‘Statement of Expectations’ with the Co-Supervisor(s)?**  
Yes ☐ No ☐

**Have you discussed the ‘Statement of Expectations’ with the applicant?**  
Yes ☐ No ☐

**Have you advised the applicant what level of achievement is required before registration can be confirmed?**  
Yes ☐ No ☐

**Supervisor’s Signature:** ____________________________  **Date:** ____________________________