

# Doctor of Philosophy

## PhD Rules

- 1 There shall be a degree of Doctor of Philosophy.

### Rules

- 2.1 The Vice-Chancellor, with authority devolved to her/him by Council, and after receipt of advice from the Board of Research Education and Development, shall from time to time prescribe Rules defining the academic standing required for candidature, eligibility for enrolment, the program of study and research for the degree, the condition of candidature and the assessment for the degree.
- 2.2 Such Rules shall become effective from the date of prescription by the Vice-Chancellor or such other date as the Vice-Chancellor may determine.

### Guidelines

- 3 The Board of Research Education and Development may from time to time approve guidelines on any matters included in these Rules and may authorise the Dean of Graduate Studies or the Manager, Graduate Administration and Scholarships, to act in accordance with such guidelines without reference to the Board in each case.

### Academic standing

- 4.1 The academic standing required for acceptance as a candidate for the degree shall be an Honours degree of Bachelor of at least a IIA Standard or a degree of Master of the University of Adelaide or the equivalent thereof \*. Applications from students with other qualifications will require the approval of the Board of Research Education and Development.

\* Where a Master's degree is presented as a qualification for admission to a PhD program, the Master's degree must contain a research component deemed appropriate by the Board of Research Education and Development. A Master's degree which contains only coursework will not be accepted for this purpose.

- 4.2 A person who holds a degree of another university may be accepted as a candidate provided that the program of study undertaken and the academic standard reached are equivalent to those required of a candidate who is a graduate of the University of Adelaide.
- 4.3 The Board may accept as a candidate a graduate who does not qualify under Rules 4.1 or 4.2 *but*

- (a) has completed to the satisfaction of the Board at least one year of full-time postgraduate study or research *and*
- (b) has passed a qualifying examination of Honours standard prescribed by the appropriate Faculty and approved by the Board.

### Credit for work previously completed

- 5.1 The Board may grant credit in the program for the degree of Doctor of Philosophy for research undertaken in another program in the University or in another university or tertiary institution.
- 5.2 The Board may also grant credit for research undertaken in an organisation other than a University or tertiary institution.
- 5.3 In consideration for acceptance under Rules 5.1 or 5.2, the Board must be satisfied that
- (a) the person is of such academic standing as would be required of other candidates for the degree *and*
- (b) the person's progress so far has been satisfactory and the research for which credit is granted is of a satisfactory standard.

### Eligibility for enrolment as a candidate for PhD by publication

- 6.1 The Board may accept as a candidate for the degree a person who is seeking enrolment as a candidate for PhD on the basis of existing publications provided it is satisfied that the person
- (a) is of such academic standing as would be required of other candidates for the degree
- (b) has written certification from the relevant Executive Dean that the person has completed a substantial body of published research
- (c) is a graduate of five years standing
- (d) does not already hold a degree of Doctor of Philosophy *and*
- (e) is an employee of the University, or is a clinical, affiliate or adjunct title holder, or is an employee of an organisation approved for the purpose of conferment of these titles.

- 6.2 The Board may also accept as a candidate a former employee (as defined under 6.1(e)) who has left the employ of the University or affiliated organisation for not more than two years from the date of departure provided it is satisfied that Rules 6.1 (a) to (d) have been met.
- 6.3 A candidate who wishes to present publications generated during candidature as the basis of the award of the degree may do so as described under 20.3.

### **Enrolment**

- 7.1 A person shall not be enrolled as a candidate for the degree unless:
- (a) the applicant's proposed field of study and research is acceptable to the University and the School/ Discipline responsible for the supervision of the candidate's work
  - (b) in the case of a person granted credit under Rule 5.1, at least one year of full-time study and research, or its equivalent, will still be necessary to complete the work for the degree
  - (c) In the case of a person granted credit under Rule 5.2, at least two years of full-time study and research, or its equivalent, will be necessary to complete the work for the degree.
- 7.2 Except with the permission of the Dean of Graduate Studies, a candidate may not enrol concurrently in another academic program.
- 7.3 Except with the permission of the Dean of Graduate Studies, a candidate who is permitted to enrol concurrently in another academic program and who is granted leave of absence must intermit all academic programs in which they are enrolled.

### **Duration of candidature and mode of study**

- 8 A candidate may proceed to the degree by full-time study or, if the head of the School/Discipline concerned is satisfied that the candidate has adequate time to pursue supervised research under the control of the University, by half-time study. Except in circumstances approved by the Board, the work for the degree shall be completed and the thesis submitted:
- (a) in the case of a full-time candidate, not less than two years and not more than four years from the date of commencement of candidature
  - (b) in the case of a half-time candidate, not less than four years and not more than eight years from the date of commencement of candidature
  - (c) in the case of a candidate granted credit under Rule 5.1 the candidature shall normally expire
    - (i) in the case of a full-time candidate, not less than one year and not more than four years from the

- date the candidate commenced work in the other program *or*
  - (ii) in the case of a half-time candidate, not less than two years and not more than eight years from the date the candidate commenced work in the other program.
- (d) in the case of a candidate granted credit under Rule 5.2 the candidature shall normally expire
- (i) in the case of a full-time candidate, not less than two years and not more than four years from the date the candidate commenced work under the control of the University *or*
  - (ii) in the case of a half-time candidate, not less than four years and not more than eight years from the date the candidate commences work under the control of the University.
- (e) in the case of a person accepted under Rule 6.1, a minimum of six months and a maximum of twelve months from the date of commencement of candidature. The approval of the Board is required for any different expiry date.

### **Work for the degree**

- 9.1 A candidate shall pursue an approved program of study and research under the control of the University and under the general guidance of supervisors appointed by the University. At least one supervisor shall be a member of the academic staff of the School/Discipline of the University in which the candidate is enrolled.
- 9.2 A doctoral thesis may comprise a conventional written narrative presented as typescript (see University Calendar Specifications for Thesis), a portfolio of publications (see Rule 9.3) or creative or visual work(s) (see Rule 20.5).
- 9.3 The candidate may prepare a thesis which comprises a portfolio of publications which have been subject to peer review. Such publications must not have been accepted for any other university award but may have been published prior to candidature (see Rule 6.1) or during candidature
- (i) Published papers submitted as a PhD thesis must be closely related in terms of subject matter and form a cohesive research narrative
  - (ii) The thesis shall also contain a contextual statement including a literature review, linkages between publications and a conclusion showing the overall significance of the work
  - (iii) The papers submitted should be sufficient for the body of work to constitute a substantial and original contribution to knowledge. The number of papers shall be determined by Faculties in consultation with specific Discipline areas. Where these papers in themselves are deemed to constitute a body of work

worthy of the award, the candidate may include, in addition, papers submitted to journals for publication

- (iv) Where papers have multiple authorship, the PhD candidate must be the first or principal author and have written permission of the co-authors
  - (v) Only papers which have been published or accepted by journals approved by the Discipline area are allowable under these Rules.
- 9.4** Where other materials are to be examined, such as in the areas of visual, performing, literary or media arts, the candidate must seek approval from the Board of Research Education and Development for the form and presentation of the thesis at the time of completion of the Structured Program for entry to the PhD program
- (i) The creative work may be in the form of exhibition, performance, literary work, film or other format approved by the Board of Research Education and Development;
  - (ii) The creative work should provide a coherent demonstration that the candidate has reached an appropriate standard in the research and has made a significant and original contribution to knowledge in the area. The creative work should be the research outcome, while the exegesis should describe the research process and elaborate, elucidate and place in context the artistic practice undertaken.
- 9.5** the candidate shall present the context and importance of the research at a School/Discipline seminar.
- 9.6** the head of School/Discipline shall certify that the thesis is worthy of examination.

#### **Required program of activities at the commencement of candidature**

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- 10.1** Each candidate (including those on remote candidature but excluding those enrolled under Rule 6.1 or 6.2) will be enrolled on a provisional basis for the first twelve months of the degree.
- 10.2** Continuation of enrolment at the end of this period will depend on overall academic progress and the completion of set activities to the satisfaction of the School/ Discipline concerned. These activities will form part of a Structured Program of activities extending through the candidature.
- 10.3** Such activities will be determined by the School/Discipline through which the candidate is enrolled and in the first year will include the completion and presentation of the research proposal and other programs and skills training deemed necessary by the School/Discipline.
- 10.4** The research proposal will be agreed and submitted to the Adelaide Graduate Centre preferably within three, but no

later than six months from the commencement of candidature.

- 10.5** A major review of progress after twelve months will recommend confirmation of candidature, termination, or the extension of provisional status. In the case of extension, a further review after a clearly defined period, normally three but not in excess of six months, would form the basis for confirmation or termination or change to a Masters enrolment.
- 10.6** A candidate who has completed the first year of a Master's program by research and who is qualified and permitted by the Board to transfer to the degree of Doctor of Philosophy will be deemed to have completed the Core Component of the Structured Program of activities and the transfer will confirm candidature in the PhD.

#### **Remote candidature**

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- 11.1** Enrolment as a remote candidate may be permitted on the conditions that the School/Discipline concerned can ensure, and the Board of Research Education and Development is satisfied, that appropriate external supervision, with appropriate affiliation, and facilities are available.
- 11.2** A remote candidate may be required to complete a period of residence in the University of Adelaide as determined by the Board of Research Education and Development in consultation with the School/Discipline concerned.
- 11.3** In accordance with Rule 8, a remote candidate may proceed to the degree either by full-time or half- time study.
- 11.4** On the recommendation of the School/Discipline, the Board at any time may permit an enrolled student to enrol as a remote candidate subject to the conditions specified in 11.1, 11.2 and 11.3 above.
- 11.5** A remote candidate may be permitted to convert to the normal Ph.D. program and shall be subject to the conditions normally applied.
- 11.6** Notwithstanding Rules 11.1 to 11.4 above, remote candidates are also required to abide by the other Rules and guidelines for the Degree of Doctor of Philosophy.

#### **Joint candidature**

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- 12.1** Enrolment as a joint candidate may be permitted where a program of cooperation has been formally agreed between the University of Adelaide and another institution for jointly awarded degrees.
- 12.2** When it is proposed that the candidate spend the majority of candidature away from Adelaide, the Board of Research Education and Development must approve conditions as in 11.1.

- 12.3 Upon successful completion of the work for the degree, the badges of both institutions may appear on the parchment awarded.

### **Review of academic progress**

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- 13.1 The Board may review the progress of a candidate at any time during the program of candidature and, if the candidate's progress is unsatisfactory, may terminate the candidature.
- 13.2 A formal review of a candidate's progress shall be conducted by the School/Discipline at least once a year in accordance with guidelines determined by the Board of Research Education and Development and outlined in the Code of Practice for Maintaining and Monitoring Academic Quality and Standards in Higher Degrees.
- 13.3 The first formal review and confirmation of candidature will occur twelve months after enrolment (see 10.2 above). Subsequent reviews will occur around October each year with written reports forwarded to the Dean of Graduate Studies. A candidate's re-enrolment in the following year is conditional upon satisfactory progress in the year of the review.
- 13.4 In the case of a candidate accepted under Rule 6.1 or 6.2, the candidate's submission of the thesis for examination is conditional upon the candidate attaining satisfactory progress in the year of review.

### **Absence from the university**

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- 14 Except for remote candidates and candidates accepted under Rule 6.1 or 6.2, the Board, on the recommendation of the School/Discipline concerned, may permit a candidate to pursue away from the University work connected with the research for the degree. Such a permission may only be granted under special circumstances during provisional candidature.

### **Leave of absence**

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- 15 A candidate whose work is interrupted for a period of time may be granted a leave of absence by the Board of up to 12 months. If such an application is approved the minimum and maximum periods specified in Rule 8 will be adjusted accordingly by adding the length of the leave of absence..

### **Extension of candidature**

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- 16 A candidate may be granted by the Board one extension of candidature only of twelve months beyond the maximum period specified in Rule 8. If the thesis has not been submitted by the end of the extended period the candidature will lapse.

### **Completion of thesis outside the university**

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- 17 Except for candidates admitted under Rule 6, a candidate who has completed the equivalent of two years of full-time work under the control of the University, who has completed the experimental work (where appropriate) and whose progress is sufficiently well advanced to permit the satisfactory completion of the thesis outside the University, may be granted permission by the Board to complete the writing-up of the thesis outside the University. If such a permission is granted the candidate will be allowed either twelve months or until the end of candidature, whichever is the lesser, to submit the thesis. If the thesis has not been submitted by the end of the writing-up period the candidature will lapse.

### **Lapsed candidature**

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- 18.1 A candidature which has lapsed will be resumed if the completed thesis, which has not departed from the field of study which was being pursued before the candidature lapsed, is subsequently submitted to the Manager, Graduate Administration and Scholarships. The thesis will only be accepted if the School/Discipline certifies that it is satisfactory to that School/Discipline.
- 18.2 Approval of the Board is required for the resumption of a lapsed candidature under any other conditions.
- 18.3 In special circumstances the Board may approve the resumption of a lapsed candidature for one period of up to six months (whether full- or half-time) prior to the submission of the completed thesis.

### **Intention to submit thesis**

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- 19 A candidate shall notify the Manager, Graduate Administration and Scholarships, in writing, approximately three months before he or she expects to submit the thesis required under Rule 20. A summary of the thesis, together with the proposed thesis title, shall be submitted at the same time.

### **Submission of thesis**

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- 20.1 On completion of the approved program of study and research a candidate shall submit a thesis embodying the results of that study and research, and may submit also, in support of the thesis, other relevant material.
- 20.2 The thesis submitted shall:
- display original and critical thought
  - be a significant contribution to knowledge
  - relate the topic of research to the broader framework of the discipline within which it falls *and*
  - be clearly, accurately and cogently written and be suitably illustrated and documented.

- 20.3** The thesis may comprise a portfolio of scholarly articles published during candidature. The format shall be in accordance with Rules 9.3 (i) to 9.3 (iii).
- 20.4** In the case of a candidate accepted under Rule 6.1 or 6.2, the candidate shall, at the end of the one year candidature, submit a thesis in accordance with the conditions in Rule 9.3.
- 20.5** In the case of a doctoral thesis submitted in the areas of artistic or visual practice, presentation may be in one of two forms, a) by a theoretical thesis or b) by one or more creative works and an exegesis.
- 20.6** In the case of a doctoral thesis submitted in the areas of artistic or visual practice, the creative work and the exegesis will not be examined separately but as an integrated whole constituting the original and substantial contribution to knowledge required from doctoral candidates.
- 20.7** In the case of visual or performing arts, the examiners will attend the exhibition/performance, at which time they will be given a copy of the exegesis in temporary binding. A final copy of the exegesis will be provided to the examiners within three months of their viewing the creative work.
- 20.8** The thesis and any other material submitted shall be assessed by examiners external to the University.
- 20.9** No thesis, material or publications presented for any other degree within this or any other institution shall be so submitted.
- 20.10** The Board shall prescribe the form in which the thesis shall be submitted and the number of copies to be submitted.

### **Appointment of examiners**

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- 21.1** Candidates shall have the right to submit objections to the appointment of potential examiners. Any such objections should be submitted to the Manager, Graduate Administration and Scholarships, at the same time as the notification of intention to submit required under Rule 19. Such objections do not serve as a veto.
- 21.2** The Board shall appoint two examiners who are external to the University, taking account of any objections raised under Rule 21.1 and the recommendations of the head of the relevant School/Discipline.
- 21.3** The examiners shall be requested to report in such form as the Board will determine and to recommend one of the alternatives listed in Rule 22.
- 21.4** After consideration of the reports of the examiners, the Board may appoint a third external examiner and/or an external arbitrator.

### **Examination results**

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- 22** After consideration of the reports of the examiners and such other information as it thinks fit, the Board shall determine that:
- (a) the candidate be awarded the degree *or*
  - (b) the candidate be awarded the degree but that minor amendments be made to the thesis *or*
  - (c) the candidate be awarded the degree subject to the specified amendments being made to the thesis *or*
  - (d) the candidate be not awarded the degree but be permitted to re-submit the thesis in a revised form *or*
  - (e) the candidate be awarded the appropriate degree of Master *or*
  - (f) the candidate be awarded the appropriate degree of Master upon making suitable amendments to the thesis *or*
  - (g) the candidate be not awarded the degree of Doctor of Philosophy or the degree of Master *or*
  - (h) for candidates accepted under Rule 6 any amendments under 22(b), (c) or (d) shall be confined to contextual statements referred to in Rule 9.3(ii).

### **Deposit of thesis in the library**

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- 23** Such number of copies of a thesis and any other material on which the degree is awarded shall be deposited in the Barr Smith Library or elsewhere in the University as determined by the Board. Unless otherwise determined by the Board, the copies shall be available for loan and photocopy.

### **Loan or photocopy of thesis**

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- 24** A candidate who does not wish to allow the thesis to be lent or photocopied when it is deposited in the Library under Rule 23 shall make a written application to the Manager, Graduate Administration and Scholarships, at the same time as he or she notifies his or her intention to submit under Rule 19. The withholding of such permission and the period of time involved shall be determined by the Board.

### **General**

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- 25** When, in the opinion of the Board of Research Education and Development, special circumstances exist, the Board, on the recommendation of the relevant School/Discipline in each case, may vary any of the provisions in Rules 1-24 above.