

## Masters Degrees by Research

The General Academic Program Rules shall apply to all Masters by Research programs at the University of Adelaide. Specific Academic Program Rules for individual awards have been developed within the framework of the General Academic Rules and are listed under their respective Faculty/School.

### General Masters Rules

- 1 All students must comply with both the General and Specific Academic Program Rules and are advised to refer to them to gain an understanding of their rights and responsibilities regarding program matters.

#### Rules

- 2 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. Notwithstanding this, Faculties may develop their own specific guidelines as permitted within the framework of these Rules.

#### Definitions

- 3.1 A Masters Degree by Research shall, in general, have the objectives of
- training students in research methodology and techniques
  - developing critical evaluation skills appropriate to their research topic
  - application of such methods by conducting a specified program of research under appropriate supervision and the development of new knowledge where possible
  - providing training in literature analysis *and*
  - encouraging debate in the substantive area of the thesis at an advanced level.
- 3.2 Examiners for a Masters degree should satisfy themselves that the candidate has
- a thorough understanding of the relevant methodology as demonstrated by a thorough critical review of the literature
  - demonstrated competence through judicious selection and application of appropriate methods to yield meaningful results

- demonstrated the capacity to evaluate critically these results and presented a clear and well written thesis or portfolio of scholarly publications (see 13.3 below).

#### Duration of candidature and mode of study

- 4.1 A candidate may proceed to the degree by full-time or half-time study.
- 4.2 Except by special permission of the Board, the work for the degree shall be completed and the thesis submitted:
- in the case of a full-time candidate, not less than one year nor more than two years from the date of commencement of candidature
  - in the case of a half-time candidate, not less than two years nor more than four years from the date of commencement of candidature.

#### Admission

- 5.1 Admission to candidature for a Masters degree by research in the University may be granted to:
- persons qualified for an Honours degree from the University of Adelaide appropriate to the proposed field of research
  - persons qualified for an Honours degree from another university or tertiary institution equivalent to an Honours degree from the University of Adelaide and appropriate to the proposed field of research
  - others having qualified for a degree, whose academic qualifications are accepted by the Board as sufficient.
- 5.2 Unless an Honours degree or a qualification accepted by the Board as equivalent has been obtained, the applicant shall be required to complete a course of study prescribed by the Faculty and approved by the Board and to pass a qualifying examination of an Honours standard before being admitted as a candidate. This qualification shall be completed within one year if the study is undertaken on a full-time basis or two years if it is undertaken on a half-time or external basis except where the Board grants an extension of time.

- 5.3** Subject to the approval of the Board acting on the advice of the Faculty, a person who does not hold a degree of a university, but has given satisfactory evidence of fitness to undertake work for the degree, may be accepted as a candidate.
- 5.4** A person shall not be enrolled as a candidate for the degree unless:
- 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
  - there is available at least two supervisors able to provide supervision of the proposed candidacy throughout its likely duration. The principal supervisor shall be a member of the academic staff of the School/Discipline of the University in which the candidate is enrolled *and*
  - suitable resources and facilities are available (either in the University or, by arrangement acceptable to the Faculty, elsewhere) for the proposed research to be undertaken.

### **Enrolment**

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- 6.1** Each candidate shall be enrolled on a provisional basis for the first twelve months of the degree.
- 6.2** Continuation of enrolment at the end of this period will depend on overall academic progress including the satisfactory completion of the Core Component of the Structured Program within six months (or part time equivalent) from the commencement of candidature.
- 6.3** The Core Component of the Structured Program shall include the formulation of a research proposal and usually, its presentation at a seminar, together with any other elements as determined by the Faculty.
- 6.4** 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 months, would form the basis for confirmation or termination of enrolment.
- 6.5** Except with the permission of the Board, a candidate may not enrol concurrently in another academic program.
- 6.6** Except with the permission of the Board, 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.
- 6.7** A candidate who has completed the first year of a Masters by research program 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 and the transfer will confirm candidature in the PhD.

### **Remote candidature**

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- 7.1** 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.
- 7.2** 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.
- 7.3** In accordance with rule 4.1, a remote candidate may proceed to the degree either by full-time or half-time study.
- 7.4** 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 7.1, 7.2 and 7.3 above.
- 7.5** A remote candidate may be permitted to convert to the normal Masters by Research program and shall be subject to the conditions normally applied.
- 7.6** Notwithstanding Rules 7.1 to 7.4 above, remote candidates are also required to abide by the other Rules and guidelines for the degree of Masters by Research.

### **Review of academic progress**

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- 8.1** The Board may review the progress of a candidate at any time during the program of candidature.
- 8.2** A candidate's progress will be formally reviewed at least once per year at the time of the Annual Review.
- 8.3** Following a formal review, if, in the opinion of the Board, a candidate is not making satisfactory progress, it may place the candidate on probation for one semester, requiring satisfactory completion of a defined program of research activities in that semester.
- 8.4** Failure to complete the program of activities (determined in 8.3) to the satisfaction of the Faculty will, with the endorsement of the Board lead to the termination of candidature.

### **Leave of absence**

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- 9** A candidate whose work is interrupted for a period of time may be granted a leave of absence by the Board of up to twelve months. If such an application is approved, the minimum and maximum periods specified in Rule 4 will be adjusted accordingly by adding the length of the leave of absence.

### **Extension of candidature**

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- 10 Irrespective of full time or half time status, a candidate may be granted by the Board one extension of candidature only of six months beyond the maximum period specified in Rule 4.2. 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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- 11 A candidate who has completed the equivalent of one year 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 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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- 12.1 A candidature which has lapsed will be resumed if the completed thesis, which has not departed from the field of study that 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.
- 12.2 Approval of the Board is required for the resumption of a lapsed candidature under any other conditions.

### **Intention to submit thesis**

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- 13 A candidate shall notify the Manager, Graduate Administration and Scholarships, in writing, approximately three months before he or she expects to submit a thesis for examination. 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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- 14.1 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.
- 14.2 The thesis shall embody the values described in Rule 3.2.
- 14.3 Where acceptable to the Faculty, a Masters candidate may present a portfolio of scholarly publications which have been subjected to peer review in lieu of a standard Masters thesis.

- (i) the thesis shall contain a literature review, a contextual statement providing linkage between publications and a conclusion demonstrating the overall significance of the work
- (ii) if multi-authored publications are included, the candidate shall submit a signed written statement setting out the candidate's contribution to each of the publications included in the thesis
- (iii) the Head of School/Discipline shall certify that the thesis is worthy of examination.

- 14.4 No thesis, material or publications presented for any other degree within this or any other institution shall be so submitted.

- 14.5 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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- 15.1 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 13. Such objections do not serve as a veto.

- 15.2 Assessment of the thesis shall in every case be by not less than two examiners appointed by the Board of whom:

- (a) at least one shall be external to the University
- (b) at least one shall be an academic member or affiliate of a tertiary institution.

- 15.3 The candidate's supervisors shall not be eligible to act as examiners.

- 15.4 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 16.1.

- 15.5 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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- 16.1 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 *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 revised form within one year *or*

(e) the candidate be not awarded the degree.

The examiners of a thesis resubmitted following recommendation (d) may recommend only (a), (b) (c) or (e) above.

- 16.2** Where a Masters by research program contains course work, the candidate shall be required to pass both the course work and thesis components independently but, in exceptional circumstances, this requirement may be waived by the Board.

### **Qualification requirements**

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- 17.1** To qualify for the degree, a candidate shall submit a thesis upon an approved topic and shall adduce sufficient evidence that the thesis is his or her own work. The thesis shall give the results of original research or of an investigation on which the candidate has been engaged. A candidate may also submit other contributions to the research field of the thesis in support of his or her candidature or submit a portfolio of scholarly publications, published during candidature.
- 17.2** A candidate for the degree of Doctor of Philosophy whose work is considered by the Board, after report by the examiners appointed to adjudicate upon it, not to be of sufficient merit to qualify for the degree of Doctor but of sufficient merit for the degree of Master may be admitted to the degree of Master. In such event, any required amendments to the thesis shall be made to the satisfaction of the Head of Discipline and the candidate's supervisors.

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

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- 18** 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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- 19** A candidate who does not wish to allow the thesis to be lent or photocopied when it is deposited in the Library under Rule 17 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 12. The withholding of such permission and the period of time involved shall be determined by the Board.

### **Graduation**

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- 20** Subject to Chapter 89 of the Statutes, candidates who have satisfied the requirements for any award of the University shall be admitted to that award at a graduation ceremony for the purpose.

### **General**

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- 21** When, in the opinion of the Board of Research Education and Development, special circumstances exist, the Board, on the recommendation of the relevant Faculty in each case, may vary any of the provisions in Rules 1-20 above.