

Application for Remote Candidature

Division of Research and Innovation - Adelaide Graduate Research School

This form should be used when lodging an application for candidature or as an internal student following completion of the first major academic milestone.

Remote candidature is possible for students who, for academic reasons, are required to conduct research away from Adelaide University, interstate or overseas. It is not designed to replace the study away option available to internal students who wish to be absent from the University for a short period of time, to pursue approved studies outside the University.

Application for remote candidature is seen as exceptional and will be considered by the Dean of Graduate Studies on a case-by-case basis.

Rules Governing Remote Candidature

Enrolment for a remote candidature is defined for relevant graduate research programs as outlined below.

Location of Research

The University must be assured that the remote location provides an adequate research environment, infrastructure, and expertise to enable the student's project to proceed smoothly.

If another institution is involved, an agreement must be in place detailing any cost sharing in the pursuit of the research as well as cost-sharing and ownership of any intellectual property that may arise from the research.

Occupational health and safety standards and ethical clearance procedures must be within accepted Adelaide University practice.

Appointment of an External Supervisor

Where appropriate the appointment of an external supervisor at the remote location should be considered. External supervisors must forward a detailed curriculum vitae for consideration by the Dean of Graduate Studies or delegate.

Residency Requirement

A remote student is required to undertake candidature in an internal mode until completion of the first major academic milestone (usually the first 6-7 months).

If an exemption to the residency requirement is being requested by the principal supervisor, the supervisor will need to complete the Residential Requirements section of the application form.

Communication

Details of means and frequency of interaction between the student and principal supervisor must be provided.

Review of Progress

All remote students will also complete an additional review by 15 April each year. Students are exempt from completing this review in the year in which they enrol as remote students.

Financial Implications of the Research

The financial implications of the student's research project must be negotiated, clarified and agreed upon between the School/Discipline and (where applicable) the external institution involved before the Dean of Graduate Studies can approve the application for Remote Candidature.

SECTION A: STUDENT/APPLICANT (must complete this section)

First Name:

Last Name:

ID No. (if known):

Email:

School/Discipline:

Program:

Scholarship Holder:

☐ Yes

☐ No

☐ Pending

I am an International Student:

☐ Yes

☐ No

I am a Current Student:

☐ Yes

☐ No

Candidature commencement date:

Effective commencement date of remote candidature:

Expected end date for remote candidature (if applicable):

(NB: When transferring from remote to internal mode students will also be required to complete a [Change in Mode form](#)).

Research Topic

Contact Address During Remote Candidature

Address:

City:

State:

Post Code:

Country (if outside Australia):

Phone:

Mobile:

Email:

Name:

Signature:

Date:

SECTION B: PRINCIPAL SUPERVISOR (to complete)

Academic Reasons in Support of Remote Candidature

Residential Requirements

Unless exempted, a remote student is required to undertake their candidature in an internal mode for the first 6-7 months.

Are you seeking an exemption of the residency requirements? ☐ *Yes

☐ No

*** If answered "YES", the principal supervisor must** address in detail how the requirements of the first major academic milestone will be met.

Details of Facilities required, Availability of such Facilities at the Remote Location and Funding and Cost Sharing Arrangements and Details of External Supervision if applicable

Details of Frequency and Mode of Contact with Supervisor(s)

Details of Other Arrangements (if any)

Financial Plan of the Remote Candidature Proposal

Please provide below a detailed financial plan of the remote candidature proposal. This should include, where appropriate, overseas bench fees and/or supervisory charges, travel, and subsistence costs for both the student and Adelaide supervisor(s), and other costs.

If applicable to be completed by the External Supervisor of Remote Student (who is not a Staff Member, or Titleholder (of Adelaide University))

Title:

Family Name:

Given Name:

Preferred Names (if different):

Date of Birth:

Gender:

☐ Female

☐ Male

☐ Non-Binary

Please Note: If you are/have been a Student or Staff Member, Examiner or Titleholder at Adelaide University, you may already have been assigned an EmplID or ID. Similarly, if you are/have been known under a different Family Name, you may exist in the University records, under this name.

Please advise if any of the above apply to ensure that a duplicate record is not created and advise your EmplID or ID, or former Family name:

Former Family Name:

Email:

Business Name:

Business Address:

City:

State:

Postcode:

Country (if outside Australia):

Business Phone:

SECTION C: EXTERNAL SUPERVISOR DECLARATION

I DECLARE that:

☐ I am already an approved External Supervisor on Adelaide University Supervisor Register
OR

☐ I am requesting to be considered as an External Supervisor and if accepted for entry onto the Adelaide University Register of Eligible Supervisors, I understand that it is a condition of my initial maximum registration for a period of four (4) years that I read, understand and abide by the rules, policies and guidelines of the University at: <https://www.adelaide.edu.au/policies/2063>; and in the Research Student Handbook at: <https://www.adelaide.edu.au/graduate-research/current-students/handbook>.

☐ I have attached a copy of my CV

☐ I agree that by signing this form I am available to supervise this student for the duration of candidature

To be completed by the Principal Supervisor

I declare that all arrangements and costs associated with the remote candidature have been negotiated, clarified, and agreed upon by the parties concerned and that the University will not be liable for any financial claims.

Is the student seeking an exemption of the University's residency requirements? *

☐ Yes

☐ No

*If you have selected "Yes" please ensure you have completed the *Residential Requirements* section above.

Principal Supervisor's Name:

Signature:

Date:

Head of School/I approve/do not approve remote candidature as requested by the Principal Supervisor. ☐ Approved ☐ Not Approved

Head of School/Discipline:

Signature:

Date:

SECTION D: ENDORSEMENT BY THE DEAN OF GRADUATE STUDIES

Application for remote candidature:

☐ Approved

☐ Not Approved

Application for exemption of residency requirements:

☐ Approved

☐ Not Approved

External Supervisor to be added to register of eligible Supervisors:

☐ Approved

☐ Not Approved

Dean of Graduate Studies:

Signature:

Date:

For Office Use Only:

Advise Scholarships:

☐ Yes

☐ No

Comment:

External Supervisors Employee ID:

www.adelaide.edu.au/graduate-research

Further Information

Ph: (08) 8313 5882

Email: graduate.research@adelaide.edu.au