

# Advanced Candidature Supervisor Form

## Introduction

Supervisors are active researchers working within VU's Institutes and Research Centres. They provide guidance and support throughout your research. It is important that your proposed topic aligns with your prospective supervisor's expertise and the supervisor is confident of your capacity to complete the degree on time.

Applicants must complete required fields in this form before sending it, along with a copy of their research proposal, to a prospective supervisor. If the prospective supervisor is interested in the topic, they will be contacted (to meet in person, by phone or video conference) to discuss their proposal.

Prospective supervisors must complete this form and the applicant must upload the completed form as part of their application for admission (*applications will not be considered if this is incomplete, or not submitted as part of the application process*).

## Prospective Supervisor

### Required To Be Completed By The Prospective VU Supervisor

Principal Supervisor's Name: \_\_\_\_\_

Principal Supervisor's Area of Research: \_\_\_\_\_

Project Field of Research Code: \_\_\_\_\_

Applicant's Name: \_\_\_\_\_

Workload Split: \_\_\_\_\_

### Associate Supervisor (If known otherwise must be appointed within one month of the candidate's enrolment)

Name: \_\_\_\_\_

Workload Split: \_\_\_\_\_

GTAC code. Please select the one most relevant: ([Australian Government](#) website for Standard Research Classifications)

- 1 – Pure basic research
- 2 – Strategic basic research
- 3 – Applied research
- 4 – Experimental development

### Have you read the applicant's research proposal?

- Yes
- No

If no, please specify why:

### 200 Word Summary from Principal Supervisor

*Principal Supervisor will need to interview the applicant, either in person or via an online platform, to determine that the project can be completed within the remaining timeframe of timely completion and provide the written response here. If a response is not received, the application will not be considered.*

**Does the applicant have any prior publications?**

- Yes  
 No

If Yes, does the applicant intend to seek approval from the Institute to include papers as part of their thesis? (please include links to published papers)

**Do you support the admission of the applicant, with you as supervisor, to undertake a higher degree by research?**

- Yes  
 No

If no, please inform the applicant as to why you are unable to supervise them.

**Are you confident that you will be able to secure an Associate Supervisor for the supervisory team?**

- Yes, within VU  
 Not in VU  
 Not at all

Further Comments *(if applicable)*

**Institute Deputy Director Approval**

I support the Supervisor/s and workload split as indicated above:

- Yes  
 No

Comments *(if No has been selected, please comment as to what you are not approving and why):*

**Please comment on the following:**

How appropriate the supervisor(s) are for this research proposal, given their experience in supervising research candidates (include specific details), their background in research and their current workload?

**Are the facilities for this revised research project available within the Institute?****Is Finance available for the Facilities (as outline in the candidature proposal)?**

Is the applicant seeking to include prior publication/s in the thesis? (If yes, an external reviewer with demonstrated expertise in the field of the proposed PhD project must determine the suitability of each paper based on rigorous review of the academic merit and quality of work.)

- I approve the Application for Advanced Candidature
- I do not approve the Application for Advanced Candidature

\_\_\_\_\_  
Institute Deputy Director Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

PRIVACY STATEMENT Victoria University (VU) values your privacy and is committed to handling your personal information in accordance with the Privacy and Data Protection Act 2014 (Vic) and other applicable privacy legislation. The personal information collected on this form will be used primarily for the purposes of assessing and processing this application. VU may also use and disclose your personal information to verify the information provided by you, to comply with government and other reporting requirements and/or to carry out associated activities connected with this application. Your personal information may also be disclosed to Commonwealth and State agencies such as the Department of Education and Training and the Department of Home Affairs in accordance with VU's obligations under the Education Services for Overseas Students Act 2000 (Cth) (ESOS Act), the National Code of Practice for Providers of Education and Training to Overseas Students 2018 (National Code) and other applicable legislation. Your personal information will not otherwise be used or disclosed without your consent, unless permitted by law. By completing and submitting this application, you agree to VU collecting, using and disclosing your personal information as described above and in accordance with VU's Privacy Policy and Student Information Privacy Collection Statement (which provides further detail about the types of personal information VU may collect from you and how it is managed) available on the Privacy page on our website [vu.edu.au/privacy](http://vu.edu.au/privacy) You have a right to access your personal information held by VU. If you have any questions regarding privacy, please refer to the Privacy page on our website, our frequently asked questions at ASKVU or phone us on 9919 6100 or 1300 VIC UNI (or 1300 842 864).

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