

SUBMISSION OF A HDR THESIS FOR EXAMINATION

Please return this form with the thesis and the necessary attachments to

Higher Degree Research Office, Research Hub, C5C East Level 3
Macquarie University, North Ryde NSW 2109



MACQUARIE
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SYDNEY · AUSTRALIA

1. CANDIDATE DETAILS (please PRINT clearly or TYPE)					
Student No		Family Name		Other Names	
Mailing Address				Home Phone:	
				Mobile Phone:	
Degree		Faculty		Department	

2. SCHOLARSHIP/SPONSORSHIP, CITIZENSHIP AND COTUTELLE STATUS	Y	N
Are you a scholarship /sponsorship holder? (e.g. APA,MQRES, IPRS, AusAID, Endeavours etc) If so, please indicate type of scholarship/sponsorship:		
Are you an International student?		
Are you submitting your thesis under a cotutelle agreement?		

3. RFCD Codes (codes can be accessed from the Australian Bureau of Statistics website listed)							
RESEARCH FIELDS, COURSES AND DISCIPLINES (RFCD) CODES http://www.abs.gov.au/AUSSTATS/abs@.nsf/Latestproducts/1297.0Contents12008?opendocument&tabna./?							

4. THESIS TITLE (please PRINT clearly or TYPE)

5. OTHER COMPONENTS	Y	N
5.1 Coursework Component Were you required to complete any coursework units (HDRT or HDCC) as part of your degree? If YES, please attach a copy of your MQ internal academic transcript available from your Department. Please note that all units must be completed and graded prior to your thesis submission		
5.2 Creative Component Does your research project include a creative component? If YES, please indicate the type of your creative component, e.g. DVD, CD, novel etc <div style="border: 1px solid black; width: 100px; height: 20px; display: inline-block; vertical-align: middle;"></div>		
5.3 Thesis by Publications Are you submitting your thesis under Thesis by Publications format? If YES, please ensure that you have met both the University's and Faculty's requirements. The University Guidelines can be found on http://www.mq.edu.au/policy/docs/hdr_thesis/guideline_by_publication.html		

6. RESEARCH ETHICS CLEARANCE	Y	N
Did your research project require ethics approval (Animal Ethics, Human Ethics or Biosafety)? If YES, please attach a copy of your ethics final approval correspondence to this form and please provide your ethics reference number <div style="border: 1px solid black; width: 200px; height: 20px; display: inline-block; vertical-align: middle;"></div>		

7. DECLARATION BY THE CANDIDATE

I hereby submit my thesis for examination in accordance with the regulations¹ and declare that:

1. The thesis is my own composition, all sources have been acknowledged and my contribution is clearly identified in the thesis. Permission has been granted from all co-authors for any work in the thesis that has been co-published, and is specified in the thesis acknowledgments and/or relevant footnotes/endnotes;
2. The thesis is within the set word limit for my degree program;
3. The thesis meets the following specifications: A4 size paper; left-hand margin of 3.5cm or more, other margins 1.5cm; temporary binding in a stitched and glued soft cover; any additional evidence should be bound in the back of the thesis as an appendix;
4. I am under no obligation, nor am I aware of the University being under any obligation, to keep all or any part of my thesis confidential for any period of time **OR**
5. I have notified the Higher Degree Research Office in writing of my obligations and/or any confidentiality issues;
6. If the thesis is submitted as a thesis by publication, the combined papers form a coherent and integrated body of work, which includes a comprehensive and critical introduction and an integrative conclusion, and focuses on a single project or set of related questions or propositions.
7. I understand and agree that examiners are not required to return their copy of my thesis. (Note: In special circumstances a candidate may require the thesis to be returned. If you wish to request the return of your thesis, please attach a letter explaining the reasons to this form).

Candidate's Signature

Print Name

Date

8. AUSTRALIAN HIGHER EDUCATION GRADUATION STATEMENT

The Australian Higher Education Graduation Statement is provided by Australian higher education institutions to graduating students on completion of the requirements for a particular higher education award. It provides a description of the nature, level, context and status of studies that were pursued by the individual named. Its purpose is to assist in both national and international recognition of Australian qualifications and to promote international mobility and professional recognition of graduates.

For the Statement to be issued, a thesis abstract of strictly no more than 100 words must be submitted via email to hdrexam@mq.edu.au and your supervisor with the subject of "Australian Higher Education Graduation Statement – Thesis Abstract". This is a compulsory requirement and failure to do so may result in a thesis examination delay.

I hereby confirm that I have submitted a copy of my thesis abstract to HDRO via the above email and my supervisor

Candidate's Signature

Print Name

Date

9. CERTIFICATION BY THE SUPERVISOR AND THE HEAD OF DEPARTMENT

I hereby certify:

1. that the thesis has been prepared and bound in a form approved by the Higher Degree Research Committee and includes a summary of approximately 200 words for a Masters and 300 words for a Doctoral degree;
2. that the length of the thesis conforms to the requirements as to length prescribed by the Head of Department;
3. that any instances of inadequate presentation and content were pointed out to the candidate and corrected before the thesis was bound;
4. that the candidate has completed the approved program of advanced study and research as set out above.
5. that the abstract submitted above for the purpose of Australian Higher Education Graduation Statement is accurate and is a true reflection of the candidate's thesis and area of research.

Supervisor's Signature

Print Title and Name

Date

Head of Department's
Signature

Print Title and Name

Date

10. CERTIFICATION BY THE ASSOCIATE DEAN (HDR) OF FACULTY:

It is a requirement that the Appointment of Examiners form be provided prior to or at the same time of submission of the thesis.

I hereby certify:

1. that the examiners have already been approved or submitted to the Higher Degree Research Office for this thesis, **OR** the completed Appointment of Examiners Form is attached;
2. that Faculty has provided advice to the candidate where there are areas of concern.

Associate Dean (HDR)'s
Signature

Print Title and Name

Date