

HIGHER DEGREE RESEARCH – CHANGE OF RESEARCH TITLE / CHANGE OF RESEARCH TOPIC

DO NOT PRINT THIS FORM. SAVE the form before completing the required sections of the form electronically. Attach to a Service Request. Service requests can be raised through myGriffith / my Research / My Candidate Centre. Paper copies of this form will not be accepted.

PART 1		CANDIDATE DETAILS	CANDIDATE TO COMPLETE
ID:		First Name:	Family Name:
PART 2		TITLE CHANGES	CANDIDATE TO COMPLETE
Proposed thesis title:			
Yes	No	Does this represent a major change in the direction for your research and require a topic change? (If 'Yes', complete Part 3)	
PART 3		TOPIC CHANGES (MAJOR CHANGE ONLY)	CANDIDATE TO COMPLETE
Yes		I have attached a revised research proposal and a statement explaining the circumstances leading to this request (this is a mandatory requirement for all major topic changes) .	
Yes	No	N/A	Will this topic change require a variation to your ethical clearance? (If 'Yes', read Booklet 06 'Modifying an Existing Ethical Approval, Research Ethics Manual')
Yes	No		Are you an international candidate?
Yes	No	N/A	If yes, has your sponsor agreed to your request to change topic?
Sponsor's Name (if applicable):			
Yes	No		Does the change of topic require a change to supervision arrangements? (If 'Yes' complete a service request for 'Appoint or Change Supervisor'.)
Yes	No		Have you completed the candidature confirmation procedure?
Yes	No		If 'No', do you need to apply for an extension to the due date for completion?
If 'Yes', provide a proposed date for completing the confirmation procedure			Date:
PART 4		RECOMMENDATION	PRINCIPAL SUPERVISOR
Yes	No	N/A	Is the candidate's request for an extension to their confirmation recommended?
Yes	No		Has the candidate's field of research changed?
If yes you must provide: FoR SEO FoE			
Yes	No		Is this a major change? If 'Yes' Dean (Research) approval is required.
PART 5		APPROVAL	DEAN (RESEARCH)
Yes	No	N/A	Is the candidate's request for an extension to their confirmation approved?
PART 6		APPROVAL	DEAN (GGRS)
PART 7		CONTACT DETAILS	

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