



## Graduate Research Training Policy Policy UP12/11 (F38192)

Approver	Academic Board
Sponsor	Deputy Vice-Chancellor (Research)
Owner	Pro Vice-Chancellor (Research Training)
Secretary	Academic Secretary
Policy Type	Academic
Policy Category	Academic Governance

### 1. Purpose

- 1.1 This policy, and its schedules, outline the binding principles, expectations and responsibilities for all stakeholders, including candidates, staff and interested University parties, involved in Higher Degree by Research (HDR) candidatures.
- 1.2 This policy is to be read in conjunction with the following documents. The following apply to all HDR candidature stakeholders:
  - (1) Admission to Higher Degree by Research Courses
  - (2) Examination of Higher Degree by Research Candidates
  - (3) Australian Government Research Training Program Scholarship
  - (4) Student Enrolment Policy
  - (5) Academic Progress Policy
  - (6) Research Integrity Policy
  - (7) Academic Integrity Policy
  - (8) Intellectual Property Policy
  - (9) Travel Policy
  - (10) Review and Appeal of HDR Decisions
  - (11) University Code of Ethics and Code of Conduct
  - (12) Experiential Learning Policy
  - (13) Student Support Policy
  - (14) Diversity, Equity and Inclusion Policy
  - (15) Course Rules
  - (16) Conflicts of Interest Policy
- 1.3 The University requires that stakeholders maintain standards of research training and support in accordance with the:
  - (1) Higher Education Support Act 2003
  - (2) Australian Qualifications Framework (AQF)
  - (3) Higher Education Standards Framework (Threshold Standards) 2021
  - (4) Education Services for Overseas Students Act 2000
  - (5) National Code of Practice for Providers of Education and Training to Overseas Students 2018
  - (6) Australian Code for the Responsible Conduct of Research 2018
  - (7) AIATSIS Code of Ethics for Aboriginal and Torres Strait Islander Research
  - (8) Australian Code of Practice for the Care and Use of Animals for Scientific Purposes and Animal Welfare Act

### 2. Definitions

In this policy and any associated procedures,

**University** is The University of Western Australia, and any and all subsidiary or associated entities.

**University Community** refers to all individuals who engage in University activity and/or use University property.

### 3. Scope

- 3.1 This policy applies to all PhD candidates, supervisors and Graduate Research Coordinators and all staff members of the Graduate Research School.

### 4. General principles

- 4.1 The University recognises its HDR candidates as an integral, valued part of the University research community and strives to deliver a positive, supportive experience that enables candidates to succeed in their research ambitions.
- 4.2 The University supports a positive, respectful and collegial research culture. All stakeholders

must comply with the University's [Code of Ethics and Code of Conduct \(UP07/6\)](#) and the [Australian Code for the Responsible Conduct of Research, 2018](#).

- 4.3 High-quality supervision is essential to research training. HDR supervisors must be research-active and undertake appropriate training and development opportunities.

## **5. Governance and Quality Assurance**

- 5.1 The Graduate Research School (GRS) manages HDR governance and quality assurance through course rules, policies and procedures in alignment with national regulations and best practices. All stakeholders must comply with these instruments.
- 5.2 Schools are responsible for quality assurance within their area; they must determine an appropriate candidate load for supervisors to maintain high quality supervision relative to other workload commitments, career stage and staff capability.

## **6. Support for HDR candidates**

- 6.1 All candidates must be provided with appropriate resources to enable the completion of their research.
- 6.2 Schools must ensure appropriate facilities and equipment are available to allow candidates to undertake the research for the duration of candidature. Commencing candidates must be inducted by the School in which they are enrolled.
- 6.3 The GRS is responsible for supporting candidates throughout their candidature through administrative and training mechanisms.
- 6.4 The development of research/professional skills and ethics is integral to candidature, thus requiring engagement with different training opportunities at the School and institutional levels.

## **7. Candidature Management**

- 7.1 The GRS monitors and ensures satisfactory candidate progress. The GRS must identify and support candidates who are at risk of unsatisfactory progress.
- 7.2 Candidates must be active participants in their own success and work with Schools, supervisors and Graduate Research Coordinators (GRC)s to engage in their research journey – see Schedule A.
- 7.3 Schools must provide all candidates with appropriately qualified and trained supervisors. Where supervisory arrangements end or changes, the School and GRS will facilitate ongoing supervision wherever possible.
- 7.4 The School is responsible for an active and inclusive research culture for HDR candidates.
- 7.5 All candidates must have a supervisory team composed of at least two supervisors and approved by the GRS - see Schedule B.
- 7.6 Graduate Research Coordinators (GRC) must be appointed for all candidates. The GRC is responsible for ensuring that candidature is managed, monitored and resourced appropriately within a School - see Schedule C.
- 7.7 An Advisory Panel must be constituted for all candidates – see Schedule D.

## **8. Enrolment**

- 8.1 Candidates must maintain satisfactory progress at all stages of their research program to continue their course.
- 8.2 Candidates may be terminated from their course for unsatisfactory progress, misconduct, a breach of admission conditions, or if not fit to study or practice.

## **9. Conflicts of Interest**

- 9.1 All stakeholders must disclose any real or perceived conflicts of interest as they arise prior to, during, or post-candidature. This includes conflicts of either a professional or personal nature.

## **10. Grievances and appeals**

- 10.1 Candidates have a right to appeal academic decisions under the Policy on Review and Appeal of HDR Decisions (UP18/4).
- 10.2 Candidates have a right to appeal other decisions under the Policy on Student Complaint Resolution (UP07/98).

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