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| * Candidates who have completed research that is comparable to an Honours 1 or 2A are eligible to upgrade * Typically, the candidates must have submitted a paper or completed a chapter that outlines some completed research, such as a pilot study or systematic review * **The principal supervisor** must complete and sign the form, but all supervisors must agree to this upgrade * The form should be submitted within the first year of candidature if the candidate studies full time and within the second year of candidature if the candidate studies part time. * Only candidates whose performance exceeds the typical standard of a Masters program will be upgraded—as demonstrated by the annual progress report. |

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| **Section 1: Candidate section** | | | | | | | | | |
| Student number |  | | | | | Course Commencement Date | | |  |
| Name of candidate |  | | | | | | | | |
| Faculty |  | | | | | | | | |
| Field of Research Code |  |  |  |  |  | |  | Nominate one of the Field of Research Codes, listed by the ABS; a link to the list of codes is available from the CDU Research and Innovation Office website at <https://www.cdu.edu.au/research-and-innovation/higher-degree-research/current-students> | |

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| **Section 2: Risks of the project** | |
| The principal supervisor and candidate must read the document at [Helping candidates upgrade to PhD](https://www.cdu.edu.au/files/2021-02/Helping%20candidates%20upgrade%20to%20PhD.docx) | |
| 1. Will the project change extensively enough to warrant an interim review? | Yes  No |
| 2. Will the project demand a variation to ethics or an additional ethics application? | Yes  No |
| 3. Could the changes in this project breach sanctions or defence control measures? | Yes  No |
| 4. Do you believe the candidate is more likely than not to complete the PhD on time? | Yes  No |
| 5. Have all the supervisors of this candidate explicitly agreed to this upgrade? | Yes  No |

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| **Section 3: Attachments** | |
| 1. Have you written and attached a support letter. For sample letters, read the document at [How to change your Project](https://www.cdu.edu.au/files/2021-02/How%20to%20change%20your%20project.docx) | |
| This letter should outline   * what the candidate has achieved so far on his or her research * the research project the candidate had planned to complete * how the candidate plans to extend this work if enrolled in a PhD * the benefits or significance of this extension * the qualities and strengths of this candidate that will facilitate completion | Yes  No |
| 1. Have you attached a paper or chapter, written by the candidate since enrolment, that reports some completed research, such as a pilot study or systematic review | Yes  No |

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| **Section 4: Signatures** | | | | |
|  | Approved | Name | Signature | Date |
| Principal Supervisor | Yes  No |  |  |  |

***Candidate:*** *Please submit form to your Faculty or School HDR Administration team once endorsed by Principal Supervisor.*

***Faculty HDR Administration:*** *Please submit form to* [*research.degrees@cdu.edu.au*](mailto:research.degrees@cdu.edu.au) *once endorsed by Faculty PVC/Delegate or Director/Delegate.*