# Higher Degrees by Research
## Honours Equivalence Checklist

To accompany application for admission or scholarship for Higher Degree by Research. Refer to Notes on page 2.

### Surname:  
### Given Name:  
### Student Number (if available)  
### Course:  

1. **Have you completed an Honours degree?**
   - [ ] Yes
   - [ ] No
   - If **Yes**, What was your Honours result:
     - [ ] Honours 1
     - [ ] Honours 2A
     - [ ] Honours 2B
     - Other: ________
     - Please include relevant academic transcripts including the listed Honours result highlighted as evidence

   **IF You answered NO, or you did not obtain Honours 1 or 2A, please also complete form HDR38 – Recognition of Professional Attainment Form**

2. **Have you completed a Masters by Coursework Degree**
   - [ ] Yes
   - [ ] No
   - If **Yes**, did you complete research units within this degree
     - [ ] Yes
     - [ ] No
     - If **Yes**, please specify these units:
       1  
       2  
     - Please include relevant academic transcripts including the listed research units highlighted as evidence

3. **Have you completed a Master by Research (100% research)?**
   - [ ] Yes
   - [ ] No

4. **Have you completed a Graduate Diploma?**
   - [ ] Yes
   - [ ] No
   - If **Yes**, did you complete research units within this degree?
     - [ ] Yes
     - [ ] No
     - If **Yes**, please specify these units:
       1
       2
     - Please include relevant academic transcripts including the listed research units highlighted as evidence

5. **Do you have any Research Outputs?**
   - [ ] Yes
   - [ ] No
   **IF You answered YES, please also complete form HDR37 – Existing Research Outputs Form for each output you wish to have recognised in your application for Equivalence**

### ENDORSEMENTS:

<table>
<thead>
<tr>
<th>Hons. Equiv. Assessment</th>
<th>Name</th>
<th>Signature</th>
<th>Date</th>
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<tbody>
<tr>
<td>Principal Supervisor:</td>
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<tr>
<td>Faculty PVC or Delegate</td>
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Please return this form to the Office of Research and Innovation, Charles Darwin University, Darwin, NT 0909. Fax (08) 8946 7066.  
Email research.degrees@cdu.edu.au

HDR05 Updated August 2012 • Controlled by Manager, URS
Notes

**PRINCIPLES FOR GAUGING HONOURS EQUIVALENCE**

It is problematic for members of any board or committee of academics to judge the competing arguments and requirements of candidates from very different scholarly traditions. The nature of the research project in Engineering or Medicine may be very different from that required for Literature or Political Science, for example. Thus, the demonstration of a candidate’s potential for higher degree research may equally require qualitatively different evidence. The Honours degree has been seen as the great leveller in this regard. In determining Honours Equivalence consideration may be given to alternative* qualifications and/or research experience and publications.

The primary principles for deciding the value to be given to alternative* qualifications for the purpose of entry into a research degree are:

- Successful completion of a Masters by Research Degree is considered equivalent to a First Class Honours.
- To be deemed equivalent to a First Class Honours, the research component of an alternative* coursework based degree must comprise at least 0.5FTE and must be achieved with a High Distinction level result overall. Where the alternative* coursework based degree is not awarded with a merit based grade or the grade achieved is less than a High Distinction evidence of publication output as detailed below is essential in order to be considered for First Class Honours equivalence.
- To be deemed equivalent to a Second Class Honours A, the research component of an alternative* coursework based degree should be at least 0.5FTE (or the equivalent of one half a year’s full-time load**) and any graded coursework based degree must be achieved with a Distinction level result overall.
- To be equivalent to a Second Class Honours B, the research component of an alternative* coursework based degree should be at least 0.25 FTE (or the equivalent of one half a year’s full-time load**) for a Masters by Coursework and at least 0.5FTE (or the equivalent of one half a year’s full-time load**) for a Graduate Diploma.

*Acceptable alternative qualifications for entry into the PhD program include a Masters by Coursework Degree and a Masters by Research Degree. For entry into the Masters by Research Program a Graduate Diploma may also be considered.

** It is important then to be able to determine what constitutes a full-time load. At CDU 80 credit points constitutes a full-time load, but this varies between universities. Relevant documentation regarding the full-time equivalence should be provided with the academic transcripts for this purpose.

Research Experience

The Charles Darwin University may admit an applicant to a Higher Degree by Research if they hold a combination of qualifications and/or experience determined to be equivalent or superior to a Degree of Bachelor with Honours II A. Persons seeking to gain admission on this basis will need to demonstrate to the University learning and skills that are equivalent to the Australian Bachelor Honours Degree.

These include:

- Cognitive skills to review, analyse, consolidate and synthesise knowledge to identify and provide solutions to complex problems with intellectual independence;
- Cognitive and technical skills to demonstrate a broad understanding of a body of knowledge and theoretical concepts with advanced understanding in some areas;
- Cognitive skills to exercise critical thinking and judgement in developing new understanding;
- Technical skills to design and use research in a project;
- Communication skills to present a clear and coherent exposition of knowledge and ideas to a variety of audiences.

Persons seeking admission on this basis will need to submit information which demonstrates the above requirements using HDR38 – Recognition of Professional Attainment Form.

Applicants seeking admission or a scholarship based upon Honours Equivalence may be invited to participate in an interview prior to being offered admission.

Outputs

Research Outputs may also be utilized to demonstrate equivalence. A minimum of three journal articles or similar, not necessarily in the Australian Government’s principal publication categories would be expected. An HDR37 – Existing Research Outputs Form will need to be completed and submitted for each output you want considered.

Other than as detailed under research experience and creative arts above publications should fit into Australian Government’s audited publication categories (A1, B, C1, E1) and be relevant to the proposed area of study.

- **Books** — at least 1 major work of scholarship, published as single author. Sufficient to upgrade from pass or Honours IIA or IIB to First Class Honours equivalence.
- **Refereed Journal Articles / Book Chapters** — at least 2 journal articles/book chapters. Sufficient to upgrade Honours IIA to First Class Honours equivalence.
- **Refereed Journal Articles / Book Chapters** — at least 3 journal articles/book chapters. Sufficient to upgrade pass or Honours IIB to First Class Honours equivalence.
- **Conference publications** — at least 3 published papers, subject to editorial scrutiny and peer review. Upgrade pass or Honours IIB/IIB to First Class Honours equivalence.
- **International Exhibitions or Performances** — at least 1 major work of scholarship (or 2 joint works), advertised in the international press and held at a recognised international gallery, theatre or equivalent. Sufficient to upgrade from pass or Honours IIA or IIB to First Class Honours equivalence.
- **National Exhibitions or Performances** — at least 2 solo works of scholarship (or 3 joint works), advertised in the major national press and held at a recognised national gallery, theatre or equivalent. Sufficient to upgrade from pass or Honours IIA or IIB to First Class Honours equivalence.

**Definition of ‘refereed’**

An acceptable peer review process is one that involves an assessment or review of the research publication in its entirety before publication by independent, qualified experts. Independent in this context means independent of the author.