|  |  |  |
| --- | --- | --- |
| **MCR-FORM-01**  **Mid-candidature Review** | | Description: JCU_Logo_RGB |
| JCU Graduate Research School (GRS)  See [HDR Milestone and Reporting Procedure](https://www.jcu.edu.au/policy/procedures/research-education-procedures/hdr-milestone-and-reporting-procedure) | |  |
| **Section** | **To be completed by:** | |
| **Section 1:** Presentation Evaluation | **NOT REQUIRED if Candidate has submitted a paper to a peer-reviewed publication or made a comparable presentation at a conference external** All of Candidature Committee | |
| **Section 2:** Evaluation of Written Work | All of Candidature Committee | |
| **Section 3:** Other Checks | All of Candidature Committee & Candidate | |
| **Section 4:** Recommendation to the Dean, Graduate Research | Chair of Candidature Committee & Independent Academic | |

|  |  |  |
| --- | --- | --- |
| **Candidate’s Details** | | |
| First /Given Name: |  | |
| Surname / Family Name: |  | |
| Student ID: |  | |
| Degree: |  |  |
|  | PhD | Professional Doctorate |
| Date of Mid-Candidature Review |  | |
| Completing RD7003 | The Flexible component of RD7003 Professional Development must be completed by Mid-Candidature Review and recorded in SkillsJCU. Doctoral candidates should have completed a minimum of 40 hours of Flexible professional development activities, or achieved 10 points in the Leadership and Initiative category, to the satisfaction of their advisory team.  Note that candidates must reach the threshold of either 40 hours of training activities OR 10 points in Leadership and Initiative, even if they are listing activities in both categories. Candidates may choose to continue with further professional development activities until the Pre-Completion Evaluation. These activities will be recorded in SkillsJCU and included in the Australian Higher Education Graduation Statement. | |

|  |  |  |  |
| --- | --- | --- | --- |
| **Section 1 –Evaluation of Presentation (if Required)** | | | |
| Candidature Committee to complete this section. | | | |
| **NOT REQUIRED if Candidate has submitted a paper to a peer-reviewed publication or made a comparable presentation at a conference external to JCU since their Confirmation of Candidature and attached the associated evidence of so doing.**  **If presentation exemption is requested by the candidature committee, please use the section below to document any feedback and response from external sources, e.g. conference or journal reviewers:** | | | |
|  | | | |
| **Theoretical background** | | **Appropriate** | **Inadequate** |
| * Clear statement and justification of aims | |  |  |
| * Understanding of theoretical / historical context | |  |  |
| * Hypotheses/research question(s) | |  |  |
| * Overall comprehensiveness | |  |  |
| **Methodology** | | **Appropriate** | **Inadequate** |
| * Appropriateness of method to study | |  |  |
| * Understanding of methods | |  |  |
| **Data analysis (may be marked as “not applicable”)** | **Appropriate** | **Inadequate** | **N/A** |
| * Appropriateness of analysis |  |  |  |
| * Comprehension of analytical techniques used |  |  |  |
| * Relation of outcome to hypothesis / research question(s) |  |  |  |
| **Interpretation and analysis of results** | | **Appropriate** | **Inadequate** |
| * Interpretation | |  |  |
| * Appreciation of strengths and limitations of study | |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Conclusions** | | **Appropriate** | | **Inadequate** |
| * Summary | |  | |  |
| * Appreciation of significance | |  | |  |
| * Contribution to professional knowledge (Prof Docs only) | |  | |  |
| **If any of the above were considered inadequate, please detail concerns.** | | | | |
| **Quality of presentation** | **Appropriate** | | **Inadequate** | |
| * Overall organisation, clarity, conciseness |  | |  | |
| * Quality of presentation |  | |  | |
| * Capacity to answer questions |  | |  | |
| **If inadequate, please detail concerns:** | | | | |

|  |  |  |
| --- | --- | --- |
| **Section 2 – Evaluation of Written Work** | | |
| Candidature Committee to complete this section. | | |
| **The quality and quantity of written work, e.g. thesis drafts to date, papers, exegesis etc, supplied by the Candidate is:** | | |
| Adequate | Inadequate | Partially Adequate – see comments |
| If the written work is in any way unsatisfactory, please explain the concerns to the Candidate below. | | |
|  | | |

|  |  |  |
| --- | --- | --- |
| **Section 3 – Other Checks** | | |
| Candidature Committee and Candidate to complete this section. | | |
| The following have been received and/or discussed: | **Yes** | **No** |
| Progress against milestones as specified at Confirmation of Candidature in COC-FORM-01 as well as a Gantt chart outlining plan for completing the research project and thesis in the candidature time remaining |  |  |
| Plans for publishing the work |  |  |
| Contractual obligations to Industry Partners |  |  |
| Scholarship or grant conditions |  |  |
| Intellectual Property/Authorship issues |  |  |
| Updates to CAA-FORM-01 Candidate & Advisor 6 Week Check-In are attached |  | NA |
| Necessary permits and clearances for the research have been obtained (e.g. ethics, government authorities) |  |  |
| Professional Development requirements have been met (either 40 hours of training OR 10 points in Leadership and Initiative) and are recorded in SkillsJCU |  |  |
| Written reflections have been added to at least five completed Professional Development activities in SkillsJCU |  |  |
| A \*[Research Data Management Plan](https://www.jcu.edu.au/rdim/step-1-plan) (RDMP) in [*Research Data JCU*](https://research.jcu.edu.au/data/default/rdmp/home)has been updated to reflect project changes. Appropriate data management practices (i.e. [file names/structures, file formats, version control](https://www.jcu.edu.au/rdim/step-2-manage/organise-data) etc) been applied and “active” data are appropriately stored and backed up regularly. |  |  |
| If you indicated “No” for “Permits and Clearances” please specify below which permit or clearance has not been obtained, why it has not yet been obtained and when it is anticipated that it will be obtained: | | |
| *Type here:* | | |

|  |  |  |
| --- | --- | --- |
| **Section 4 – Recommendation to the Dean, Graduate Research** | | |
| Chair of Candidature Committee and Independent Academic only to complete this section. | | |
| This section is to be completed after all materials and presentations for the Mid-Candidature Review are complete. The Advisors and Candidate must not be present while this decision is being made. | | |
| Is this the Candidate’s first attempt at the Mid-Candidature Review? | Yes | ☐ No |
| **Recommendation - Assessment of Written Work and Public Presentation (Doctorate and Research Masters Candidates)** | | |
| **Satisfactory**  Pass | |  |
| **Satisfactory with Progress Support**  Pass with Progress Support | |  |
| **Unsatisfactory**  Candidate placed Under Review if 1st attempt or discontinued if 2nd attempt.\* | |  |
| If the recommendation is Unsatisfactory please provide the rationale for this decision and any recommendation in relation to the period of Under Review if applicable. | | |
| Type here: | | |

|  |  |  |
| --- | --- | --- |
| **Chair of the Candidature Committee** | | |
| Name | Signature | Date |
| Comments (if any) relevant to this milestone: | | |
| **Independent Academic** | | |
| Name | Signature | Date |
| Comments (if any) relevant to this milestone: | | |

|  |  |  |
| --- | --- | --- |
| **Acknowledgement** | | |
| I acknowledge the recommendation of the Chair of Candidature Committee (Section 5) and can confirm the Candidate has undertaken the professional development as outlined in Section 4. | | |
| **Primary Advisor** | | |
| Name: | Signature: | Date: |
| **Secondary Advisor (Optional)** | | |
| Name: | Signature: | Date: |
| **Additional Advisors including Advisor Mentor (Optional)** | | |
| Name: | Signature: | Date: |
| Name: | Signature: | Date: |
| **Candidate** | | |
| I acknowledge the recommendation of the Chair of Candidature Committee (Section 5) and can confirm that I have undertaken the professional development as outlined in Section 4.  I note that signing below does not indicate that I agree with this evaluation and if the outcome leads to being placed Under Review or to discontinuation I have the right to appeal to my College Dean. | | |
| Name: | Signature: | Date: |
| **What to do next**  Please submit this form electronically to your College Academic Services Officer. | | |

|  |  |  |  |
| --- | --- | --- | --- |
| **GRS Use Only** | | | |
| **Subject Coordinator RD7003** | | | |
| I confirm that the Candidate has fulfilled the Professional Development requirements of RD7003 | | | |
| Name: | | Signature: | Date: |
| **Dean, Graduate Research or Nominee** | | | |
| I have sighted the information and recommendations above in relation to the Candidate’s Mid-Candidature Review and approve the following: | | | |
|  | The Candidate’s Mid-Candidature Review and RD7003 should be recorded as satisfactory. | | |
|  | The Candidate’s Mid-Candidature Review and RD7003 should be recorded as satisfactory with Progress Support. | | |
|  | The Candidate should be placed Under Review in accordance with HDR Under Review Procedure. Only 1 reattempt allowed. | | |
|  | **THIS OPTION IS FOR SECOND ATTEMPT ONLY.** The Candidate has not successfully completed the Mid-Candidature Review and their candidature should be discontinued. | | |
| Name: | | Signature: | Date: |
| Comments / course of action (if required): | | | |