This Higher Degree Research (HDR) Handbook and Guide contains information of relevance to candidates and supervisors interested in, enrolled in or involved in any of Macquarie University’s research training or higher degree research programs.

The topics listed below are linked to the most up to date information maintained on webpages; most usually information at MQ’s website. The list of topics and links is not exhaustive and some of the links may lead you to search for other information contained on our webpages and elsewhere. We encourage you to explore those links.

Furthermore, your search for information may well lead you to questions you cannot find the answer to through these links. By all means contact us at the Higher Degree Research Office (HDRO) or get in touch with relevant Faculty contacts to ask questions. In the meantime, we hope you will look through the topics listed in this Handbook and Guide to find the likely answers to your questions.

Obligations of Candidates in HDR Programs

Candidates in HDR programs at Macquarie University are required assume responsibility for:

1. **COLLABORATION**
   
   (a) Work in collaboration with all supervisors to produce a thesis which fulfills course requirements and is presented in a form consistent with the policies of the University.
   
   (b) Undertake research activity as agreed with your Principal Supervisor and Supervisory Panel.

2. **TRAINING**
   
   (a) Become familiar with the HDR rules and expectations as set out in the Degree Rules, the Higher Degree Research Handbook and Guide for Candidates and Supervisors and associated faculty and departmental publications.
   
   (b) Note that participation in both the Central Commencement Program and Faculty Commencement programs is mandatory for all HDR candidates.

3. **RESPONSIBILITIES**

   HDR candidates are responsible for:

   (a) becoming an autonomous researcher who can make independent judgments about their research, drawing on guidance from your Supervisory Panel
   
   (b) being proactive in setting up meetings with your Supervisory Panel and individual supervisors (either face to face, or using electronic media)
   
   (c) completing all required induction and training courses as soon as possible
   
   (d) assisting the Principal Supervisor to secure all necessary Ethics approvals
   
   (e) attending regular formal and informal reviews of progress with supervisors
   
   (f) providing formal progress reports as required, through your Principal Supervisor, at periods specified by the University
   
   (g) research quality and practices, safety, and personal ethical responsibility
   
   (h) developing a research budget in consultation with your Principal Supervisor
   
   (i) acquiring information about relevant research funding schemes
   
   (j) submitting a thesis that fulfills the degree requirements in the form agreed with the Supervisory Panel and within the period of candidature.
   
   (k) obtaining an awareness of the authorship and co-authorship conventions of your discipline, and implementing as appropriate
   
   (l) adhering to the Macquarie University Code for the Responsible Conduct of Research.
   
   (m) actively participating in the research life of the Department and the Faculty.

4. **COMPLAINTS**

   (a) Ensure awareness of, and implement as necessary, complaint resolution procedures for research related issues.

Failure to meet responsibilities may result in a review of progress.
GENERAL INFORMATION
- Important Dates - for HDR Applicants and Candidates
- HDR Rules
- HDR Policies
- Schedule of Degrees
- Research and Research Training Committee
- HDR Frequently Asked Questions (FAQs)
- Providing Feedback

RESEARCH INTEGRITY AND RESEARCH MISCONDUCT MANAGEMENT
- Research Integrity and Research Misconduct Management
- The Australian Code for the Responsible Conduct of Research

RESEARCH DEGREES
- Doctor of Philosophy (PhD) - introduction and admission
- Master of Philosophy (MPhil) - introduction and admission
- Areas of Research

RESEARCH TRAINING DEGREES
- Pathways to a PhD
- Master of Research (MRes) for international candidates
- Bachelor of Philosophy/Master of Research (BPhil/MRes) for domestic students
- How to Apply
- Admission Requirements
- Visa Requirements
- Credit for Previous Studies
- Fees and Stipends
- Commonwealth Supported Places (CSP) for domestic candidates
- Unit Selection
- Unit Information
- Forms and Documents
- Finding an Academic Advisor

COTUTELLE/JOINT PHDs
- Cotutelle/Joint PhD enrolment
- Cotutelle Agreements
- Cotutelle vs Joint PhD
- Cotutelle Scholarships
- Cotutelle Travel Allowance
- Partner Universities
APPLYING FOR A RESEARCH DEGREE
How to Apply
Entry Criteria
English Language Requirements
Visa Criteria
Overseas Student Health Cover (OSHC)
Submitting an Application
Finding a Supervisor
Accepting an Offer - domestic students
Accepting an Offer - international students
Signing the Intellectual Property (IP) Agreement (IP Issues)

HDR SUPERVISION
Finding a Supervisor
Macquarie University Supervisor Register (MQSR)
HDR Supervision Website (information for supervisors)
HDR Policies and Procedures
The Candidature Management Plan (CMP)
Research Integrity and Research Misconduct Management
Managing Supervisor/Candidature Conflict

SCHOLARSHIPS
HDR Scholarships - for domestic and international students
HDR Scholarships - for indigenous Australians
Cotutelle Scholarships
Research Training Scholarships and Stipends
Scholarship Requirements (eligibility) and How to Apply
Conditions of Award
Scholarship Payments and Allowances
Scholarship Relocation Allowance
Scholarship Travel Allowance
Scholarship Thesis Allowance
Scholarship Commencement
Satisfactory Progress while on Scholarship
Change of Attendance while on Scholarship
Change of Supervisor while on Scholarship
Offsite Research while on Scholarship
Sick, Maternity, Parenting and Recreation Leave while on Scholarship
Suspension of Award
Employment while on Scholarship
Scholarship Extension of Scholarship

COMMENCING YOUR RESEARCH DEGREE
Central Commencement Program (CCP)
Faculty Commencement Program (FCP)
International Student Orientation
Enrolment Information for HDR Candidates
Enrolling in Additional Units
Using eStudent
INFORMATION FOR CURRENTLY ENROLLED CANDIDATES

Using eStudent
Enrolment Information for Continuing Students
Enrolment Codes for HDR Programs
Annual Progress Reports (online)
Changes to Candidature
Change of Program
Change of Attendance
Leave of Absence
Off Site Research
Transferring Departments, Faculties or Degrees
Change of Residency Out of Time Candidature
Extensions to Candidature
Financial Support - Postgraduate Research Fund (PGRF)

HDR THESIS INFORMATION

Nomination of Examiners
Nomination of Examiners Portal
Thesis Preparation
Presentation and formatting
Thesis Submission
Examination and completion
HDR Thesis Examination Portal
HDR Thesis Preparation, Submission and Examination Policy
HDR Thesis Preparation, Submission and Examination Procedures
Macquarie University Digital Theses Program
Copyright Information for HDR Students

LEARNING SKILLS SUPPORT

HDR Workshops and Courses Online Resources
Research Writing Groups
Other HDR Training Opportunities
HDR Library Information, Support and Services

UNIVERSITY SERVICES AND FACILITIES FOR HDR CANDIDATES

Information Technology on campus
Information Technology for students
The Library
Security
Campus Wellbeing
Medical Services
Welfare Services
Counselling
Disability Services
Chaplaincy
Diversity & Inclusion
Sport and Recreation
Student groups
Accommodation
Childcare
Transport and Parking
Student Loans and Grants
The Co-Op Bookshop
Food & Shopping