Domestic Application for Higher Degree Research Candidature / Postgraduate Research Scholarship

*Domestic applicants wishing to apply for admission to a research higher degree at ACU should complete this application form. This form should also be used where such applicants want to apply for a postgraduate research scholarship.*

*Before completing this form, applicants should familiarise themselves with Sections 4 & 5 of the* [*Higher Degree Research Regulations*](https://policies.acu.edu.au/student_policies/higher_degree_research_regulations)*.*

*Applicants who are currently enrolled in a research higher degree at ACU and who wish to apply for a postgraduate research scholarship should complete the Application for a Postgraduate Research Scholarship for Research Candidates Currently Enrolled at ACU available from* *[Orion](https://orion.acu.edu.au/ACU/res/ACUResearch/HDR/HDR.html).*

Please ensure all sections are completed and the form is signed before submitting to Candidature Services at [res.cand@acu.edu.au](mailto:res.cand@acu.edu.au). Incomplete applications will delay consideration by ACU.

### Section 1: Personal Contact Details

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| --- | --- | --- | --- | --- |
| Title: | Given Names: |  | Family Name: | |
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| Date of Birth:       (dd / mmm / yyyy) | |  | Gender  Female  Male  Indeterminate/ Intersex/ Unspecified | |
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| Other Surnames:  (To be provided if any transcripts contain a name other than your current family name, e.g. your maiden name.) | |  | | Home |
|  | | Phone: | |  |
|  | | Mobile: | |  |
|  | | Email: | |  |
|  | | | | |
| Permanent Home Address (a street address is required): | |  | | Work |
|  | | Phone: | |  |
|  | | Mobile: | |  |
|  | | Email: | |  |
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| Postal Address: | |  | | How did you find out about our HDR programs? |
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| Aboriginal or Torres Strait Islander Origin:   |  |  | | --- | --- | | Aboriginal origin  Torres Strait Islander origin  Aboriginal & Torres Strait origin | Not of Aboriginal/Torres Strait origin | |

### Section 2: Research Degree Details

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| **Which degree are you applying for?**  Doctor of Philosophy  Master of Philosophy  Master of Theology (Research)  **How do you wish to study?**  Full-time  Part-time  **In which Research Institute / School do you wish to study?**  **At which campus?**  **What is the discipline area in which you wish to undertake your research degree?**    **With which ACU academic staff member/s have you discussed your research proposal? Please write their name/s here.**    Note: If an academic has indicated they are willing to supervise you this does not guarantee you will be admitted to the program or that they will be one of your supervisors. The availability of suitable supervision is assessed as part of your application for admission. If you’re successful, the University will allocate suitably accredited supervisors to you (refer [Higher Degree Research Regulation 5](https://policies.acu.edu.au/student_policies/higher_degree_research_regulations)).  **What is your preferred Commencement date?**  Research Term A  Research Term C  No preference |

### Section 3: Qualifications and Academic Record

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| Have you previously lodged an application for admission to ACU?Yes No  If you have ever been enrolled at ACU, please list all student numbers:  Please detail below all tertiary institutions at which you have **ever** been enrolled:   |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | | Qual.  e.g. BA | Institution  e.g. ACU | Period Enrolled  e.g. 2005 - 2007 | Year Completed  e.g. 2007 | Language of Instruction  e.g. English | Details of Grades  e.g. 1HD, 2D, 2P, Pending  First Year Other Years | | |  |  |  |  |  |  |  | |  |  |  |  |  |  |  | |  |  |  |  |  |  |  | |  |  |  |  |  |  |  | |  |  |  |  |  |  |  | |  |  |  |  |  |  |  | |  |  |  |  |  |  |  | | **Please note:** You must provide certified copies of original transcripts issued by the awarding Institution showing results of all tertiary courses and subjects / units attempted to date, and, where applicable, the date the qualification was awarded. (Full transcripts in English are required.) | | | | | | | |

### Section 4: Academic Awards / Prizes

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| Have you ever received an academic award / prize from a tertiary institution?  Yes  No  **If 'yes',** please complete the details below**.** | | |
| Name of the Award / Prize | From which Institution was the Award / Prize Granted? | Description of the Award / Prize |
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### Section 5: Exclusion/Withdrawal from Previous Study

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| Have you ever been excluded or withdrawn from a tertiary course of study?  Yes  No  **If 'yes',** please attach a separate sheet with full details. |

### Section 6: Employment Background

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| Dates of Employment  (mmm / yyyy to  mmm / yyyy) | Full-time or  Part-time | Position | Name of Organisation |
| Current |  |  |  |
| Previous |  |  |  |
| Previous |  |  |  |
| Previous |  |  |  |
| Previous |  |  |  |
| Previous |  |  |  |

### Section 7: Research Experience

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| List any articles or chapters you have had accepted or published in refereed journals or academic books.  **Please note:** Copies of listed articles and / or book chapters should be attached to this application (must be in English). | | | | |
| Author/s | Year | Title | Journal/Book | Pages |
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| List any conferences you have presented at and conference proceedings your work has been published in: | | | | |
| Author/s | Year | Title | Conference Proceedings | Location |
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| Briefly describe any research experience you have completed as part of your tertiary studies (limit 1,000 characters):    **Please note:** Selected excerpts from your Honours and/or postgraduate research theses should be attached to this application (must be in English). | | | | |
| Briefly describe any research experience you have gained via employment (limit 1,000 characters):    **Please note:** Selected excerpts from any employment related reports you have written should be attached to this application (must be in English). | | | | |

### Section 8: Research Proposal

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| **Provisional title of thesis:**  Applicants for the **Doctor of Philosophy and Master of Philosophy** must complete a 2,000-word research proposal, addressing the following:   * Description of research problem * Aims, theoretical background and hypotheses/research questions * Methodology and approach * Timeline * Resources required to conduct the research * Relevant bibliography/referencing section must be included   Applicants for the **Master of Theology (Research)** must complete a 250 to 500-word research proposal, addressing the following:   * Description of research problem * Proposed methodology * Resources required to conduct the research * Relevant bibliography/referencing section must be included |

### Section 9: Postgraduate Research Scholarships

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| **Research Training Program (RTP) Fees Offset Scholarship**  Successful domestic applicants are automatically awarded a Research Training Program Fees Offset Scholarship as per the [RTP Scholarship Policy](https://policies.acu.edu.au/research/general_policies/research_training_program_scholarship_policy).  **Stipend Scholarships**  Please refer to the details, including the closing date and conditions of award, to determine your eligibility before completing this section. A list of current stipend scholarships is available at [Research Scholarships](https://www.acu.edu.au/research/become-a-research-candidate/research-scholarships).  Are you applying for a Stipend Scholarship?  Yes  No  **If 'no',** please proceed to Section 10.  **If 'yes',** what is the name of the Stipend Scholarship(s) as per the ACU website?    Have you previously received a postgraduate research scholarship?  Yes  No  **If 'yes',** please complete the details below. | | | |
| Name of Scholarship | Granting Institution | Annual Value | Duration of the Scholarship (mmm/yyyy to mmm/yyyy) |
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### Section 10: English Language Proficiency Requirements for Applicants

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| Did you complete your previous or current tertiary education in English in Australia, New Zealand, the UK, Ireland, Canada or the US?  Yes  No  **If 'no',** you will need to demonstrate that you meet ACU's English language proficiency requirements as per the [Higher Degree Research Regulations](https://policies.acu.edu.au/student_policies/higher_degree_research_regulations) section 4.3by attaching the relevant supporting documentation to this application. |

### Section 11: Confidential Referee Reports

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| Please ask two people who are familiar with your research ability and/or research potential to complete and submit a *Confidential Referee Report*.  The *Confidential Referee Report* template is available on Section 6 of the Research Candidate [How to Apply](https://www.acu.edu.au/research/become-a-research-candidate/how-to-apply) page.  Your referees must submit their confidential report directly to Candidature Services at [res.cand@acu.edu.au](mailto:res.cand@acu.edu.au).  Please provide the names of your referees below:  1.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 2. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **Please note:** Applications will not be considered until two Confidential Referee Reports have been received. |

### Section 12: Checklist

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| **I have attached:** | | **Office Use Only** |
| 1. Certified copies of original transcripts and/or translations of all tertiary courses and subjects / units attempted to date (must be in English). |  |  |
| 2. A certified copy of:  an original birth certificate (if born in Australia); or  an original citizenship certificate (if born elsewhere); or  the relevant pages of my passport (permanent resident status); or  the relevant pages of my passport (visa category for non-permanent resident status). |  |  |
| 3. Evidence of English language proficiency, where applicable. |  |  |
| 4. Copies of completed research, e.g. copies of published articles and book chapters, and selected excerpts from theses and / or research reports, if applicable (must be in English). |  |  |
| **Please note:** Original copies of transcripts, birth and citizenship certificates, and pages of passports may be certified by a: Justice of the Peace or a staff member in Candidature Services. | |  |

### Section 13: Declaration

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| I declare that the information I have supplied on this form is, to the best of my knowledge, complete and correct.  I understand that the giving of false or incomplete information may lead to a refusal of my application or cancellation of enrolment at any stage during my studies.  I authorise ACU to obtain from other educational institutions and relevant authorities, at any time, details of my enrolment, academic record, examination results and bond status, including enrolment variations, attendance and addresses during the year in connection with my application.  I also authorise ACU to request and obtain further information from any employer who may be required to confirm or clarify my suitability and eligibility for this application.  I declare that the research proposal I have submitted is my own work.  Applicant's signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |