

CNHS Higher Degree by Research Milestones

HDR Milestone Assessment Report (Review Meeting)

HDR Milestones

Milestones are a compulsory part of HDR candidature and are required to be completed by HDR students and their supervisors regularly (usually annually) based on the students' individual HDR timeline. This process is to ensure that HDR students are progressing at an appropriate rate for their stage of candidature and effectively working towards a timely completion of their degree. Milestones provide constructive feedback throughout the HDR study design, analysis and write up from independent scholars. For further information about HDR Milestones, please refer to the CNHS HDR Milestone Guidelines.

Independent Milestone assessment

An independent assessor is required for Confirmation of Candidature Milestone and the Final Thesis Review Milestones. The independent assessor is defined as someone who is qualified to comment on the student's progress and research area, but who is not part of the student's supervisory team. They must hold a qualification equivalent to or higher than the degree being undertaken. Ordinarily they will be a Flinders academic staff member and on the supervisor register, so they are familiar with the expectations of a Flinders HDR degree. The assessor may be external to Flinders e.g. have adjunct status at another tertiary institution. Please note, in such cases there is no honorarium payment available, and the independent assessor cannot later serve as a thesis examiner. Ordinarily the same independent assessor will be used throughout the HDR candidature to build continuity. The independent assessor must be available to attend on the date of the student's scheduled oral presentation, and attend the subsequent HDR Milestone review meeting with the student and supervisory team.

Milestone review meeting

The student and supervisory team are responsible for organising a Milestone review meeting, involving the assessor, the student and the supervisory team. This review meeting will be held within 7 days of the oral presentation, where feedback on the Milestone will be discussed using an open two-way feedback dialogue, with the aid of the HDR Milestone Assessment Report Template. The review meeting will be of at least 30 minutes duration. The student and supervisory team will share the written work (including research proposal for Confirmation of Candidature and thesis chapters or full thesis for later milestones), as well as a HDR completion timeline, with the independent assessor at least two weeks prior to the presentation date.

HDR Milestone Assessment Report

Student Name
Supervisory Team
Master / PhD Title
Milestone:	<input type="checkbox"/> PhD/Masters Confirmation of Candidature <input type="checkbox"/> Upgrade to PhD <input type="checkbox"/> Mid-Candidature Review <input type="checkbox"/> Final Thesis Review
Date of Milestone presentation	Click or tap to enter a date.
Date of Milestone review meeting	Click or tap to enter a date.

Name of independent assessor
Assessor's priority areas for discussion based on written work and presentation	<ul style="list-style-type: none"> • •
Student's priority areas for discussion	<ul style="list-style-type: none"> • •
Supervisors' priority areas for discussion	<ul style="list-style-type: none"> • •
Summary of outcomes and/or actions	<ol style="list-style-type: none"> 1. 2. 3. 4. 5. 6.