

# Office of Graduate Research

HDR.Admissions@flinders.edu.au

**Interim arrangement to commence HDR enrolment off-shore**

Prospective student, Principal supervisor and College HDR Coordinator use this form to confirm whether study and project resources are available to commence HDR candidature off-shore (in the student’s home country) due to COVID border closures, as an interim arrangement per COVID ADDENDUM TO OFFER.

Before completing this form, you must consult the [Higher Degrees by Research Policy](https://www.flinders.edu.au/policies#hdr) suite including:

* [Charter for HDR Student and Supervisor Responsibilities](https://www.flinders.edu.au/content/dam/documents/staff/policies/academic-students/hdr-charter.pdf)
* [Statement of Minimum Resources for HDR students](https://students.flinders.edu.au/my-course/hdr/welcome/start-my-research#min)
* [HDR Admissions and Enrolment Procedures](https://www.flinders.edu.au/content/dam/documents/staff/policies/academic-students/hdr-admission-enrolment-procedures.pdf)

**Student details**

Name: Click here to enter text.

Student ID: Click here to enter text.

**Reason for request**

Please provide a brief but informative summary to justify commencing HDR enrolment off-shore:

Click here to enter text.

**Arrangements to support off-shore commencement**

*Supervisor and student to complete each question, taking into consideration the explanatory notes, to ensure that each issue has been carefully considered.*

## Explain why you believe the specific research project can be commenced off-shore with an expectation that the student will come on-shore as soon as travel restrictions are lifted.

## Identify any practical difficulties of undertaking the research project without local supervision and how these will be overcome.

## Can the student enrol part-time while they are off-shore?

## Click here to enter text.

## Detail the methods which will be used to carry out the supervision.

## Detail your agreed plan for communicating with the student. This plan should encompass a variety of communication methodologies, which may include email, Skype, visits, web casts, regular meetings via phone or other medium etc. NB fortnightly meetings are required for Flinders scholarship awardees.

## Detail how the contact will be maintained and recorded.

## Click here to enter text.

## Confirm project-related resources are available to the student at the off-shore location, costings are detailed in advance and funding is budgeted for the duration of off-shore enrolment, such that there is a reasonable prospect of the project being progressed.

## Consultation with the University Librarian should occur before this application is lodged and any costs associated determined and agreed to by the relevant parties (attach documentation if required).

## Detail the facilities and resources which will be available to the student eg access to research-standard libraries, computer facilities, lab space, equipment, tele-conferencing facilities and assurance that the resources provided comply with the [University’s Statement on Minimum Resources](https://students.flinders.edu.au/my-course/hdr/welcome/start-my-research#min).

## Click here to enter text.

## *Will the student will be undertaking study within an external institution? If yes, please answer Questions 4 & 5, otherwise proceed to question 6.*

## Describe the suitability of the academic environment and standard of research within the host institution. Provide relevant information about the research standing of the host institution and opportunities for the student to engage with research active staff at the host institution. Include any information about collaborative arrangements between Flinders and the host institution.

## Click here to enter text.

## What agreement has been reached about the attribution of any papers published and presented by the student as a result of their research? Note - if the student is located at another institution there may be pressure to have publications or presentations credited to that institution. Provide detail of any agreed arrangements. Any implications relating to the protection of Intellectual Property and Industry Agreements must be detailed and agreed-to by all parties (attach documentation if required).

## Click here to enter text.

## Confirm that the integrity and security of any research information or data that will be generated as part of the research activity can be assured.

## Detail the nature of the research and the nature of data collection and storage.

## If data will be collected without local supervision, the College will need to explain what controls are in place to ensure its integrity. The College must ensure that a copy of the data generated is lodged with the Principal Supervisor at Flinders. Any implications relating to the protection of Intellectual Property and Industry Agreements must be detailed and agreed to by all parties (attach documentation if required).

## Click here to enter text.

**Confirmation and endorsements**

**Student**

[ ]  I have read Sections 4.5 to 4.8 of the [**Higher Degrees by Research Policy**](https://www.flinders.edu.au/policies#hdr) and Section 6 of the [**HDR Admissions and Enrolment Procedures**](https://www.flinders.edu.au/content/dam/documents/staff/policies/academic-students/hdr-admission-enrolment-procedures.pdf) that relate to variations to enrolment conditions.

[ ]  I confirm that all aspects of the candidature have been explained to me and I agree to these arrangements.

[ ]  I agree to complete 3-monthly interim reviews of candidature via Inspire

**Supervisor name:** Click here to enter text.

[ ]  **I agree to these interim off-shore candidature arrangements**

**College HDR Coordinator name:** Click here to enter text.

[ ]  **I agree to these interim off-shore candidature arrangements**