Submission of higher degree by research thesis

Degree title ......................................................................................................................................................

Faculty .............................................................................................................................................................

Department/ School ....................................................................................................................................... 

A To be completed by student (in block letters)

Title (e.g. Dr, Mr, Mrs, Ms, Miss). ....................................................... SID ............................................................

Family name ..................................................................................................................................................

Other names (in full) ....................................................................................................................................... 

Declaration

I understand that if I am awarded a higher degree for my thesis entitled

.................................................................................................................................................................

being submitted herewith for examination the thesis will be lodged with the Library, in accordance with Clause 6.02 of the University of Sydney (Higher Degree by Research) Rule 2011 and that the thesis will be available for public use (that is, for local access).

I understand that correspondence will be sent to the address on the Sydney Student system. I will maintain this address on MyUni as required.

Signature ......................................................................................................................... Date ..........................

Please return this form to your Faculty Office so that your thesis can proceed to the examination stage.

Congratulations on completing your thesis.

Arrangements will now be made for your thesis to be examined. This involves obtaining recommendations from your supervisor for the appointment of examiners, commissioning the approved examiners, and sending the thesis to the examiners. Reports from the examiners will generally be received within two months. The final stage is the consideration of the reports by the faculty committee and the Graduate Studies Committee of Academic Board. Under the provisions of the Thesis and Examination of Higher Degrees by Research Procedures, Clause 14, you may be informed when the examiners’ reports have been received and when they are being considered by the faculty committee and/or the PhD Award Sub-Committee. You will also be notified of the outcome of the award.

Revised January 2015
B To be completed by supervisor (in block letters)

Coordinating Supervisor’s details:

<table>
<thead>
<tr>
<th>Title</th>
<th>Prof □</th>
<th>A/Prof □</th>
<th>Dr □</th>
<th>Other</th>
</tr>
</thead>
</table>

Family name

Given names

Faculty

School (if appropriate)

Address

Telephone

Declaration completed by supervisor  Yes □ No □

Student has noted, and signed, comments by supervisor  Yes □ No □

NOTES

1. “Thesis” refers to all material presented for examination; in most cases this will be a standard thesis but there are exceptions, for example, in a thesis with an artistic or creative component, this may include an exhibition or portfolio of musical compositions presented by some candidates, or software, computer codes or models. For theses with artistic or creative component this may be recorded in a way sufficient for the purpose of assessment.

2. The purpose of this form is to ensure that submitted theses are sufficiently well presented to undergo timely examination, and do not exceed the prescribed word limit.

3. Students are required to complete the first page of this form.

4. In the event that a supervisor is unwilling to certify that a thesis is ready for examination, written comments detailing the supervisor’s concern should be attached to the form.

5. Students are required to countersign the supervisor’s section of the form to indicate awareness of the supervisor’s comments.

6. A student may submit their thesis for examination with or without a supervisor’s certification.

7. In accordance with Clause 13 (8) of the Thesis and Examination of Higher Degrees by Research Policy a faculty may decline to examine a submitted thesis.

Revised January 2015
Certification

1. Presentation of thesis

In my opinion the thesis is sufficiently well prepared to be examined.  

Yes [ ] No [ ]

I certify that in accordance with Clause 8 (6) of the Thesis and Examination of Higher Degrees by Research Policy:

- The thesis does not exceed the prescribed maximum word limit;  
  Yes [ ] No [ ]

or

- Prior approval has been sought to go beyond the word limit.  
  Yes [ ] No [ ]

2. Ethics clearance

- I confirm that all ethics clearances have been obtained for this project.  
  N/A [ ] Yes [ ] No [ ]

3. Responsibility for research

I hereby certify that to the best of my knowledge

- The research and writing embodied in the thesis are those of the student except where due reference is made in the text  
  Yes [ ] No [ ]

- Any assistance provided during the research phase has been appropriately described and acknowledged  
  Yes [ ] No [ ]

- Any editorial assistance in the writing of the thesis has been appropriately described and acknowledged  
  N/A [ ] Yes [ ] No [ ]

4. Nomination of examiners:

I confirm that I have submitted the nomination of examiners form.  

Yes [ ] No [ ]

If NO, please specify the date by which this form will be sent to the faculty committee.

Supervisor’s signature ___________________________________________ Date __________

Supervisor’s comments noted by

Student Signature __________________________________________ Date __________