

# Application for Remote Candidature

This form should be used by graduate research applicants applying to study as a remote candidate. Remote candidature is possible for students who, for academic reasons, are required to conduct research away from Adelaide University, interstate or overseas. This includes graduate research students who are embedded within an international company doing an industry-engaged PhD. It is not designed to replace the study away option available to internal students who wish to be absent from the University for a short period of time, to pursue approved studies outside the University.

Application for remote candidature is seen as exceptional and will be considered on a case-by-case basis.

## Location of Research

The University must be assured that appropriate facilities and resources are available at the remote location to enable the student's project to proceed smoothly.

Occupational health and safety standards and ethical clearance procedures must be within accepted Adelaide University practice.

## Appointment of an External Supervisor

Where appropriate the appointment of an external supervisor at the remote location should be considered in line with the Graduate Research Supervision Procedure.

## Residency Requirement

Graduate research students with remote candidature are required, where possible, to attend their induction in person and are expected, where possible, to attend the Adelaide Campus for events like reviews, conferences, research days etc. Travel funding for graduate research students and supervisors must be arranged upfront.

## Communication

Details of means and frequency of interaction between the student and principal supervisor must be provided.

## Review of Progress

In addition to the milestone reviews that must be completed by all graduate research students, i.e. Initial Review, Confirmation of Candidature, Mid-Candidature Review and Pre-submission Review, remote students must complete an additional **Minor Review** in conjunction with internal University supervisor(s) and the external supervisor (if applicable) by 15 April each year. Students are exempt from completing the Minor Review in the year in which they enrol as remote students.

## Financial Implications of the Research

The financial implications of the student's research project must be negotiated, clarified and agreed upon between the School/Research Area and (where applicable) the external institution involved before the application for remote candidature can be approved.

**SECTION A: APPLICANT (must complete this section)**

First Name: \_\_\_\_\_

Last Name: \_\_\_\_\_

ID No. (if known): \_\_\_\_\_

Email: \_\_\_\_\_

School \_\_\_\_\_

Program: \_\_\_\_\_

Scholarship Holder: ☐ Yes ☐ No ☐ PendingI am an International Student: ☐ Yes ☐ No**Proposed candidature commencement date:** \_\_\_\_\_**Effective commencement date of remote candidature:** \_\_\_\_\_**Expected end date for remote candidature (if applicable):** \_\_\_\_\_

NB: When transferring from remote to internal mode students must contact the Adelaide University Graduate Research School (AUGRS): [research.admissions@adelaideuni.edu.au](mailto:research.admissions@adelaideuni.edu.au)

**Research Topic**

**Contact Address During Remote Candidature**

Address: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_

Post Code: \_\_\_\_\_

Country (if outside Australia): \_\_\_\_\_

Phone: \_\_\_\_\_

Mobile: \_\_\_\_\_

Email: \_\_\_\_\_

**Name:****Signature:****Date:****SECTION B: PRINCIPAL SUPERVISOR (to complete)****Academic Reasons in Support of Remote Candidature****Residential Requirements**

Graduate research students with remote candidature are required, where possible, to attend their induction in person and are expected, where possible, to attend the Adelaide Campus for events like reviews, conferences, research days etc. Travel funding for graduate research students and supervisors must be arranged upfront.

Are you seeking an exemption of the residency requirements? ☐ \*Yes ☐ No

\* If answered "YES", the principal supervisor must address in detail how the requirements will be met.

**Details of Facilities required, Availability of such Facilities at the Remote Location and Funding and Cost Sharing Arrangements and Details of External Supervision if applicable**

**Details of Frequency and Mode of Contact with Supervisor(s)**

**Details of Other Arrangements (if any)**

**Financial Plan of the Remote Candidature Proposal**

Please provide below a detailed financial plan of the remote candidature proposal. This should include, where appropriate, overseas bench fees and/or supervisory charges, travel, and subsistence costs for both the student and Adelaide University supervisor(s), and other costs.

**If applicable, to be completed by the External Supervisor of a Remote Student (who is not a Staff Member, or Titleholder (of Adelaide University))**

Title:	<hr/>
Family Name:	<hr/>
Given Name:	<hr/>
Preferred Names (if different):	<hr/>
Date of Birth:	<hr/> <hr/>

**Please Note:** If you are/have been a Student or Staff Member, Examiner or Titleholder at Adelaide University, you may already have been assigned an EmplID or ID. Similarly, if you are/have been known under a different Family Name, you may exist in the University records, under this name.

Please advise if any of the above apply to ensure that a duplicate record is not created and advise your EmplID or ID, or former Family name:

Former Family Name:	<hr/>
Email:	<hr/>
Business Name:	<hr/>
Business Address:	<hr/>
City:	<hr/>
State:	<hr/>
Postcode:	<hr/>
Country (if outside Australia):	<hr/>
Business Phone:	<hr/>

## SECTION C: DECLARATION (S)

### To be completed by the External Supervisor

I DECLARE that:

- ☐ I am already an approved External Supervisor on Adelaide University Supervisor Register OR
- ☐ I am requesting to be considered as an External Supervisor and if accepted for entry onto the Adelaide University Register of Eligible Supervisors, I understand that it is a condition of my initial maximum registration for a period of four (4) years that I read, understand and abide by the rules, policies and guidelines of the University at: <https://adelaideuni.edu.au/about/policies/graduate-research-policy/graduate-research-supervision-procedure/>
- ☐ I have attached a copy of my CV
- ☐ I agree that by signing this form I am available to supervise this student for the duration of candidature

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**External Supervisor's Name:**

**Signature:**

**Date:**

### To be completed by the Principal Supervisor

I declare that all arrangements and costs associated with the remote candidature have been negotiated, clarified, and agreed upon by the parties concerned and that the University will not be liable for any financial claims.

Is the student seeking an exemption of the University's residency requirements? \*

☐ Yes

☐ No

\*If you have selected "Yes" please ensure you have completed the *Residential Requirements* section above.

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**Principal Supervisor's Name:**

**Signature:**

**Date:**

### Dean of School Approval

Dean of School/I approve/do not approve remote candidature as requested by the Principal Supervisor.

☐ Approved

☐ Not Approved

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**Dean of School/Area:**

**Signature:**

**Date:**

## SECTION D: ENDORSEMENT BY THE PRO VICE-CHANCELLOR RESEARCH TRAINING

Application for remote candidature: ☐ Approved ☐ Not Approved

Application for exemption of residency requirements: ☐ Approved ☐ Not Approved

External Supervisor to be added to register of eligible Supervisors: ☐ Approved ☐ Not Approved

**Pro Vice-Chancellor Research Training  
Name:**

**Signature:**

**Date:**

### For Office Use Only:

Scholarships:

☐ Yes

☐ No

Comment:

External Supervisors Employee ID: