This form is used to submit to the Graduate Research School (GRS) the HDR thesis for examination. The completed form must be sent to - [hdrexam@une.edu.au](mailto:hdrexam@une.edu.au). More information about this form is available in the [HDR Thesis Submission and Examination Policy](https://policies.une.edu.au/document/view-current.php?id=526).

Section 1: Submission Details – candidate to complete

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Candidate Name** |  | | | |
| **Student Number** |  | **Status** | Choose an item. | |
| **School/Unit** | Choose an item. | | | |
| **Degree** | Choose an item. | | | |
| **Submission Date** | Click or tap to enter a date. | | | |
| **Title** |  | | | |
| **Abstract –** 115 words maximum |  | | | |
| **Variation to Standard Examination** (if applicable) | | | | Choose an item. |
| **Thesis Format** (if applicable) | | | | Choose an item. |

|  |  |
| --- | --- |
| **Management and Storage of Research Data** **-** At thesis submission, a copy of the original research data must be registered and archived with the University Library in accordance with the [Management and Storage of Research Data and Materials Procedures](https://policies.une.edu.au/document/view-current.php?id=375).  For further information, please visit the [Research Data Management Webpage](https://www.une.edu.au/research/digital-research-support/research-data-management). | |
| **Select one of the following:** | |
|  | All original data/primary research materials relevant to the research have been lodged with the University Library as required by the Australian Code for the Responsible Conduct of Research and the Management and Storage of Research Data and Materials Policy. |
|  | The RUNE team have advised the candidate in writing that the nature of the research does not require a submission of data to RUNE. Written exemption from the RUNE team is attached with the thesis submission. |
|  | Permission has been received from the Deputy Vice-Chancellor (Research) DVCR to not register and archive all original data or primary materials. Written exemption from the DVCR is attached with the thesis submission. |
|  | All AGBU candidates and any candidate whose research involves Aboriginal and/or Torres Strait Islander people/practices/etc., have been automatically granted an automatic exception. The automatic exception does not exclude any candidate who would like to submit their data to RUNE. |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Candidate Certification** | | | | | | | |
|  | The work contained in the thesis is original and has not been accepted for the award of any other degree or diploma in any university or other tertiary institution. | | | | | | |
|  | The extent of any collaboration with others and/or the contributions of all authors to any co-authored papers has been included in the thesis. The thesis contains no material previously published by any other person except where due acknowledgement has been made. | | | | | | |
|  | I certify that if the Work has been commissioned, sponsored or supported in any way, I have fulfilled all obligations required by such contract or agreement. | | | | | | |
|  | The electronic copy of the thesis is an exact replica of the copy submitted to the Principal Supervisor. | | | | | | |
|  | All fees (Student Amenities Fees; Tuition Fees (International Students)) have been paid in full. | | | | | | |
|  | **Australian Government Tuition Offset and Research Training Program Stipend Holders Only** - The contribution of the Australian Commonwealth Government in funding the research project has been acknowledged in the thesis and all related published material. | | | | | | |
|  | | | | | | | |
| **HDR Candidate** | |  |  |  |  | Click or tap to enter a date. |  |
|  | | **Name** |  | **Signature** |  | **Date** |  |

Section 2 – Supervisor/School Certification

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Principal Supervisor and Associate Dean, Research or delegate (for example, HDR Coordinator) Certification** - By signing below you certify that the following items are true: | | | | | | | |
| **1.** | The candidate’s work, including the thesis, has been completed to our satisfaction. The thesis is in a format and of an editorial standard recognised by the School as appropriate for examination. | | | | | | |
| **2.** | The information in the thesis outlining the contributions of all authors for any co-authored papers has been checked and is accurate to the best of our knowledge. | | | | | | |
| **3.** | The candidate is aware that in order to be eligible for graduation, they need to submit the underlying research data of the thesis for registration and archiving with the University Library, or received exemption of this requirement from the DVCR. | | | | | | |
| **4.** | The thesis has been prepared and submitted in compliance with the Responsible Research Code and other relevant UNE policies. | | | | | | |
| **5.** | **Ethics Approval Recipients** **Only**- The research underpinning the thesis satisfies all requirements of the relevant Ethics Committee. | | | | | | |
|  | | | | | | | |
| **Principal Supervisor** | |  |  |  |  | Click or tap to enter a date. |  |
|  | | **Name** |  | **Signature** |  | **Date** |  |
|  | | | | | | | |
| **HDR Coordinator** | |  |  |  |  | Click or tap to enter a date. |  |
|  | | **Name** |  | **Signature** |  | **Date** |  |