# Achievements

Summarise below what has been achieved since the last milestone, providing commentary around the status of the goals that were set during the previous Milestone meeting and include notes of any obstacles encountered. Include new goals to ensure the written and oral requirements of the next milestone can be met. If this is your last milestone before thesis submission, include goals for timely completion of the remaining research and writing.

**Written requirement**

|  |  |
| --- | --- |
| **Goal Description (e.g. experiments, fieldwork, chapter drafts, publications, ethical clearance)** | **Month/Year Goal is/ is to be Completed**  |
| Goals set during previous milestone |  |
|  |  |
|  |  |
| Future Goals |  |
|  |  |

**Oral requirement**

|  |  |
| --- | --- |
| **Goal Description (e.g. research pathways conference, external conference travel and participation, school seminar/lecture relevant to research)** | **Month/Year Goal is/ is to be Completed**  |
| Goals set during previous milestone |  |
|  |  |
|  |  |
| Future Goals |  |
|  |  |

# Timeline

Prepare an overview of the research timeline including time taken to complete each component, writing of the final research output (e.g. thesis, portfolio, publications), potential conference attendance, research internship/work placement, etc. Include what has been completed and what is planned. Highlight any risks that can potentially impact project progression and timely completion, including how these risks will be monitored and managed. Select from the templates below.

If you have already created a timeline for a previous milestone, insert the existing timeline below and include any updates/additions.

**Template 1**

|  |
| --- |
| **Year 1** |
| **Task Description (e.g. experiments, fieldwork, chapter drafts, publications, ethical clearance, oral presentation of research)** | **Detail Any Risks and Plans for Management** | **Month/Year Task is to be Completed**  |
|  |  |  |
|  |  |  |
| Confirmation of Candidature |  |  |
|  |  |  |
| **Year 2** |
| Mid-Point Review |  |  |
|  |  |  |
| **Year 3** |
| Thesis Review |  |  |
|  |  |  |
| Thesis submission and examination |  |  |

**Template 2**

Dark grey boxes indicate period of time the task is planned to be worked on and completed.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Project task (e.g. experiments, fieldwork, chapter drafts, publications, ethical clearance, oral presentation of research)** | **Year 1** | **Year 2**  | **Year 3** | **Year 4** |  |  |
| Q1 | Q2 | Q3 | Q4 | Q1 | Q2 | Q3 | Q4 | Q1 | Q2 | Q3 | Q4 | Q1 | Q2 | Q3 | Q4 |
| **Literature review**  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Objective 1**  *Insert details* |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Objective 2***Insert details* |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Objective 3***Insert details* |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Confirmation of Candidature** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Objective 1**  *Insert details* |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Objective 2***Insert details* |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  **Objective 3***Insert details* |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Mid-Point Review** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  **Objective 1**  *Insert details* |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  **Objective 2***Insert details* |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  **Objective 3***Insert details* |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Thesis Review** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  **Objective 1**  *Insert details* |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  **Objective 2***Insert details* |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  **Objective 3***Insert details* |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Thesis submission and examination** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

# Budget

## Following attainment of the confirmation milestone, School funds are available to support research related travel and expenses for full-time candidates. $3,500 p/a is available for candidates in high-cost fields of study and $2,000 p/a for candidates in low-cost fields. Doctoral candidates receive 3 years of funding (FTE) and Masters receive 2 years of funding (FTE). Typically, these funds are used for conference travel, fieldwork or experiments. Aboriginal and Torres Strait Islander Scholarship holders are eligible to apply to the Graduate Research School for an additional $7,000.00 per year for cultural supervision and/or mentoring funds. Candidates should discuss plans with their supervision team before applying for funding. For information about how to apply for funding, please refer to the [Minimum Facilities Guideline](https://www.une.edu.au/__data/assets/pdf_file/0003/512661/Minimum-Facilities-Guideline.pdf).

Record how funds have been used to support research-related travel and expenses. Note any remaining projected expenditure:

|  |
| --- |
| <*Summarise how the research funding has been used.*> |

|  |  |
| --- | --- |
| **Funded Items** | **Costs ($AUD)** |
| Travel to XX |  |
| Data Collection |  |
| Other (specify in detail) |  |
| Other (specify in detail) |  |
| Other (specify in detail) |  |
| **TOTAL Funded Items** |  |

|  |  |
| --- | --- |
| **Remaining Items to be Funded** | **Costs ($AUD)** |
| Proofreading |  |
| Thesis Printing |  |
| Other (specify in detail) |  |
| Other (specify in detail) |  |
| Other (specify in detail) |  |
| **TOTAL Remaining Items to be Funded** |  |

# UNE RTP and IPRA Scholarship Holders Only

The RTP Scholarship Policy (clause 23) states that the University requires HDR Candidates in receipt of a full-time scholarship to work full-time, that is, 38 hours per week on their research. Any paid work outside of this must be disclosed and approved by the Principal Supervisor and Head of School or delegate. Students must not be in receipt of an equivalent award, scholarship or salary related to their course of study that provides a benefit greater than 75% of their annual RTP stipend rate. Work must not interfere with your research and progress. Income from part-time work will not be tax-exempt.

Please state the number of hours per week that you undertake paid work for UNE (e.g., tutoring, marking, research assistance):

|  |  |
| --- | --- |
| **Total Number of Hours of Paid Work For UNE Per Week** |  |

|  |
| --- |
| **Notes:**  |