AUSTRALIAN UNIVERSITY OF THEOLOGY

Confirmation of Candidature Portfolio Submission for HDR Candidates

Confirmation of Candidature Portfolio for Master of Theology (Research) candidates to be submitted within the first full time semester or part time equivalent; for Doctor of Philosophy candidates, within the first full time year or part time equivalent; for Doctor of Ministry candidates, in the first semester of research. Doctoral candidates articulating from the Master of Professional Ministry are to submit their Confirmation of Candidature Portfolio with their HDR Application.

Candidate's Details

Legal Name in Full :
(as shown on your passport)

Title *First Name(s)* *Surname*

Date of Birth : ☐☐ / ☐☐ / ☐☐
D D M M Y Y

Course : ☐ MTh (Res) ☐ DMin ☐ PhD

Contact Details :

Street Address :

Suburb : **State :**

Post Code : **Country :**

Phone : **Email address :**

Emergency Contact :

Name : **Phone :**

Relationship :

Supervisors

Supervising College :

Principal Supervisor :

Name : **Email :**

Co-supervisor :

Name : **Email :**

Co-supervisor :

Name : **Email :**

Document Checklist (Provide as a single PDF)

- ☐ Research Methods Unit Completed Year completed:
- ☐ Research Plan* attached
- ☐ Dissemination of Outcomes Plan* attached
- ☐ Research proposal* attached
- ☐ Ethics Protocol* attached (if required)
- ☐ Internship agreement* attached (if required)
- ☐ Advisory Panel Report attached
- ☐ Response to Advisory Panel Report attached

* Submit these documents to the Advisory Panel. Submit the final, revised versions (only) to Research Committee.

Signatures

Signature of student : **Date:**

Signature of Principal Supervisor : **Date:**

I confirm that the Advisory Panel has reviewed and is satisfied with the revised Confirmation of Candidature Portfolio. I also confirm that the college will provide the resources required to complete the proposed project.

Signature of Postgraduate Coordinator/Registrar : **Date:**

The Research Plan is a statement agreed by the candidate and principal supervisor which identifies goals for achievement during the first 12 months of candidature and proposes a timeline to completion of the research.

Goals for the first 12 months may include attending relevant coursework units (including language learning), producing an annotated bibliography and/or thesis outline, preparing a literature survey, drafting portions of the thesis, and presenting to a research seminar and/or Advisory Panel.

Goals for subsequent semesters will typically include drafting chapters, data gathering and analysis, finalising chapters, presenting papers at research seminars and conferences, and writing articles for journals.

Candidate's Name :

	Goal	Proposed Completion Date	Completion Date
First 12 months	1.		
	2.		
	3.		
	4.		
	5.		
	6.		
	7.		
	8.		

Maximum Doctoral Candidature - 12 semesters	Task	Completion Date
Semester 3		
Semester 4		
Semester 5		
Semester 6		
Semester 7		
Semester 8		
Semester 9		
Semester 10		
Semester 11		
Semester 12		

Dissemination of Outcomes Plan

This plan provides an opportunity for candidates, in consultation with their supervisors, to be strategic in disseminating the results of their research by considering relevant outlets from the beginning. It can be updated whenever necessary. Candidates must present at college research seminars throughout their candidature (at least once between Confirmation of Candidature and submission) and are encouraged to present at national and international academic conferences.

Candidate's Name :

	Relevant Research Seminar	Possible Paper Title	Seminar Date
1.			
2.			
3.			

	Relevant Conference	Possible Paper Title	Conference Date
1.			
2.			
3.			

	Relevant Journals	Possible Article Title	Date to Submit
1.			
2.			
3.			

	Relevant Book Series	Publisher
1.		
2.		
3.		

	Relevant Publisher
1.	
2.	

Research Proposal Guidelines and Submission (remove this page)

Flexible Style

While candidates are at liberty to present their research proposal in a format that suits their supervising college, the research proposal must be in a form that is clearly structured and identifies the essential component parts of any research proposal. The AUT does not insist candidates use a specific template; however, supervising colleges may provide a research proposal template candidates are required to use.

Succinct

Research proposals should be succinct! It is a crucial opportunity to demonstrate your capacity to work at the level of a beginning researcher. If your research proposal is more than 2,500 words (excluding bibliography), you should consider revising it. The exception to this general rule is that candidates conducting human participant research may require 4,000 – 5,000 words (excluding bibliography) in order to incorporate a more significant methodology section.

Research proposals should include:

1. The award you are enrolled in, and maximum word count of thesis
2. Working Title
3. Introduction
    a. Describe the nature of the problem
    b. Explain why the problem is important
    c. Suggest how your research will contribute to the solution of the problem
    d. Identify how it will contribute to the mission of the church (100 words or less)
4. Research question(s) or hypothesis
5. Review of relevant literature
    a. An integrated statement explaining how the concepts/theories in the literature contribute to your proposed research
6. Research procedure
    a. Evaluate various relevant and alternate theoretical or conceptual frameworks associated with your research question/hypothesis
    b. Identify and evaluate key sources and authorities
    c. Evaluate proposed methodology
    d. Suggested timeline to complete research and writing
7. Trial table of contents
    a. Provide suggested word count for chapters
8. Bibliography
    a. Indicative of the quality and availability of sources

Advisory Panel Report, Candidate Response, and Submission

Before your Confirmation of Candidature Portfolio is forwarded to the Research Committee, it must be submitted to an Advisory Panel and the Research Proposal presented to them, usually at a research seminar at your supervising college. You should expect to be asked questions about your process and your use of AI, as well as the content of your thesis. The Advisory Panel will provide a written report on your Portfolio. You must include a separate statement detailing your response to the Advisory Panel's report in your submission and update all relevant documents. Your postgraduate coordinator will circulate your revised Portfolio and response to the Advisory Panel, who will confirm that the changes have been made to their satisfaction. The Postgraduate Coordinator will then forward all materials to the Research Committee no later than two weeks before the next scheduled Research Committee meeting.

Remove this page from the document and replace with your Research Proposal