

HDR Submission and Examination Schedules 1-3

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Schedule 1 – HDR Examination Recommendations and Classifications

1A - Recommendations available to examiners: First examination

Classification	Short description	Detailed description
R1	Passed	The candidate should be awarded the degree with no requirements for amendments other than corrections of an editorial nature. Amendments are to be made within four (4) weeks of classification and certified by an RMIT academic delegate.
R2	Passed subject to minor amendments	The candidate should be awarded the degree subject to minor amendments. Recommended amendments may include re-writing of small sections of text. Amendments are to be made within six (6) weeks of classification and certified by an RMIT academic delegate.
R3	Passed subject to major amendments	The candidate should be awarded the degree subject to major amendments. Recommended amendments may involve substantial re-writing of parts of the thesis. Amendments are to be made within six months of classification and certified by an RMIT academic delegate.
R4	Revise and Resubmit	The candidate should not yet be awarded the degree. Substantial revisions and a re-examination (by non-RMIT certified delegate) are required before a pass can be considered. Resubmission for re-examination to take place within 12 months of initial classification.
R5	Failed	The research does not meet the criteria for the degree as specified by the University and a significant amount of additional research work and/or major substantive revision will not raise it to an acceptable standard.

1B - HDR examination classifications and decisions available to the Associate Deputy Vice-Chancellor Research Training & Development: First examination

Examiner 1 recommendation						
Examiner 2 Recommendation		R1	R2	R3	R4	R5
	R1	C1	C1 or C2	C1, C2 or C3	Refer to CHEAC ¹	Refer to CHEAC ¹
	R2	C1 or C2	C2	C2 or C3	Refer to CHEAC ¹	Refer to CHEAC ¹
	R3	C1, C2 or C3	C2 or C3	C3	Refer to CHEAC ¹	Refer to CHEAC ¹
	R4	Refer to CHEAC ¹	Refer to CHEAC ¹	Refer to CHEAC ¹	C4	Refer to CHEAC ¹
	R5	Refer to CHEAC ¹	Refer to CHEAC ¹	Refer to CHEAC ¹	Refer to CHEAC ¹	C5

1C - Recommendations available to examiners: Re-examination

Classification	Short description	Detailed description
R1	Passed	The candidate should be awarded the degree with no requirements for amendments other than corrections of an editorial nature. Amendments are to be made within four weeks of classification and certified by an RMIT academic delegate.
R5	Failed	The research does not meet the criteria for the degree as specified by the University and a significant amount of additional research work and/or major substantive revision will not raise it to an acceptable standard.

¹ Refer to CHEAC: The candidate has received diverging recommendations and should be referred to a College HDR Examinations Advisory Committee (CHEAC). The CHEAC members will recommend whether the candidate should be given the interim classification of Revise and Resubmit (C4) or whether the matter should be referred to an external adjudicator for review. In cases where one of the examiners has recommended an R5 - Failed, the CHEAC panel can recommend a Failed classification (C5) - see Schedule 2A for further information.

1D - HDR re-examination classifications and decisions available to the Associate Deputy Vice-Chancellor Research Training & Development: Re-examination

		Examiner 1 recommendation	
		R1	R5
Examiner 2 Recommendation	R1	C1	Convene GRC Executive meeting
	R5	Convene GRC Executive meeting	Convene GRC Executive meeting

1E - HDR re-examination classifications and decisions available to the Graduate Research Committee Executive group: Re-examination

		Examiner 1 recommendation	
		R1	R5
Examiner 2 Recommendation	R1	N/A	C1, C5 or refer to an adjudicator ²
	R5	C1, C5 or refer to an adjudicator ²	N/A

² Refer to adjudicator: The candidate has received diverging recommendations from their examiners (one pass, one fail) and the matter can be referred to an external adjudicator for review.

Schedule 2 – Classification options available to a College HDR Examinations Advisory Committee (CHEAC)

Classification	Short description	Detailed description
C4	Revise and Resubmit	The candidate should not yet be awarded the degree. Substantial revisions and a re-examination (by an approved external examiner) are required before a pass can be considered. Resubmission for re-examination to take place within 12 months of initial classification.
C5	Failed	The research does not meet the criteria for the degree as specified by the University and a significant amount of additional research work and/or major substantive revision will not raise it to an acceptable standard.
Refer to Adjudicator	Refer to Adjudicator	The candidate has received diverging recommendations from their examiners (one pass, one fail) and the matter should be referred to an external adjudicator for review.

2A - HDR examination classifications and decisions available to a CHEAC: First examination

		Examiner 1 recommendation				
Examiner 2 Recommendation		R1	R2	R3	R4	R5
	R1	N/A	N/A	N/A	C4 or refer to Adjudicator	C4, C5 or refer to Adjudicator
	R2	N/A	N/A	N/A	C4 or refer to Adjudicator	C4, C5 or refer to Adjudicator
	R3	N/A	N/A	N/A	C4 or refer to Adjudicator	C4, C5 or refer to Adjudicator
	R4	C4 or refer to Adjudicator	C4 or refer to Adjudicator	C4 or refer to Adjudicator	N/A	C4, C5 or refer to Adjudicator
	R5	C4, C5 or refer to Adjudicator	C4, C5 or refer to Adjudicator	C4, C5 or refer to Adjudicator	C4, C5 or refer to Adjudicator	N/A

Schedule 3 – Classification Options Available to an Adjudicator

Classification	Short description	Detailed description
C1	Passed	The candidate should be awarded the degree with no requirements for amendments other than corrections of an editorial nature. Amendments are to be made within four weeks of classification and certified by an RMIT academic delegate.
C2	Passed subject to minor amendments	The candidate should be awarded the degree subject to minor amendments. Recommended amendments may include re-writing of small sections of text. Amendments are to be made within six weeks of classification and certified by an RMIT academic delegate.
C3	Passed subject to major amendments	The candidate should be awarded the degree subject to major amendments. Recommended amendments may involve substantial re-writing of parts of the thesis. Amendments are to be made within six months of classification and certified by an RMIT academic delegate.
C4	Revise and Resubmit	The candidate should not yet be awarded the degree. Substantial revisions and a re-examination (by non-RMIT certified delegate) are required before a pass can be considered. Resubmission for re-examination to take place within 12 months of initial classification.
C5	Failed	The research does not meet the criteria for the degree as specified by the University and a significant amount of additional research work and/or major substantive revision will not raise it to an acceptable standard.

3A - Adjudicator options: First examination

		Examiner 1 recommendation				
Examiner 2 Recommendation		R1	R2	R3	R4	R5
	R1	N/A	N/A	N/A	C1, C2, C3, or C4	C1, C2, C3, C4 or C5
	R2	N/A	N/A	N/A	C2, C3, or C4	C2, C3, C4 or C5
	R3	N/A	N/A	N/A	C3 or C4	C3, C4 or C5
	R4	C1, C2, C3, or C4	C2, C3, or C4	C3 or C4	N/A	C4 or C5
	R5	C1, C2, C3, C4 or C5	C2, C3, C4 or C5	C3, C4 or C5	C4 or C5	N/A

3B - Adjudicator options: Re-examination

		Examiner 1 recommendation	
		R1	R5
Examiner 2 Recommendation	R1	N/A	C1 or C5
	R5	C1or C5	N/A

Document history

Version	Approval date	Effective date	Summary of changes	Approval authority
1.0	2 October 2018	1 January 2020	New schedule	ADVC RT&D
2.0	12 April 2020	22 June 2020	Amendment	ADVC RT&D