

**Instructions:**

1. This form is to be used where the SGR has approved a Research Candidate Progress Committee (RCPC) after a recommendation from a College review has determined that a candidate has failed to meet the requirements of a Candidate Action and Support Plan (CASP).
2. This form is to be completed by the RCPC panel at the conclusion of the RCPC meeting.
3. The signed form should be provided to the Secretary, RCPC, and submitted with the meeting minutes and all supporting documentation to the SGR within 5 days of the meeting. A copy should also be provided to the candidate at this time.

**Section 1. Name and details**

Student ID:

Name:

Program:

School:

**Section 2. Documentation provided to the RCPC**

Documentation from the school and supervisory team:

All documentation submitted to the College review

Documentation from the candidate:

Written submission, including evidence and explanations as outlined in the [HDR action and support procedure](#)

Independent supporting documentation

**Section 3. RCPC recommendation**

The RCPC panel recommends to the ADVC RT&amp;D that:

**An additional period of action and support be approved**

If approved, the candidate will be required to develop a new CASP with their HDR DA and supervisory team

*Please complete sections 4 and 5***Termination of candidature due to unsatisfactory academic process be approved**

If approved, this will result in cancellation of enrolment

*Please complete section 5***Section 4. Recommendation for action and support****Panel recommendation for additional action and support:**

Please provide any instructions and/or guidance about the action and support required

**Section 5. Panel endorsement****Committee Chair**

Name:

Signature:

Date:

**HDR Delegated  
Authority****(candidate's school)**

Name:

Signature:

Date:

**Independent  
academic**

Name:

Signature:

Date: