



Version	Approved by	Approval date	Effective date	Next full review
3.5	Director of Governance & University Secretary	25 January 2023	25 January 2023	
<b>Procedure Statement</b>				
<b>Purpose</b>	This procedure describes the thesis examination processes for all higher degree research Programs at UNSW Sydney.			
<b>Scope</b>	It applies to all higher degree research candidates, supervisors, Postgraduate Research Coordinators, Faculty Committees and other positions responsible for management of higher degree research. The relevant Conditions for Award Policy and Oral Examination Procedure should be read in conjunction with this procedure.			
<b>Are Local Documents on this subject permitted?</b>	Yes, subject to areas specifically restricted within this Procedure.			No
<b>Procedure Processes and Actions</b>				

## 1. Introduction

Thesis examination is a core assessment required in all higher degree research (HDR) programs. This procedure outlines the processes for preparation, submission and examination of the thesis component of all HDR programs. It also includes the roles and responsibilities of higher degree research (HDR) candidates

- The preparation and submission of their thesis for examination. They must ensure that the research described was completed during the period of enrolment for the degree and that it is an account of their own research.
- Ensuring the responsible conduct of research are followed (see Related Documents).

## 2.2. Supervisors

Supervisors are responsible for:

- Providing guidance and support to the candidate during candidature, and especially prior to submission of the thesis.
- Ensuring that the thesis is in a format suitable for examination and that the candidate has followed all the procedures required for thesis submission (in the case of the Primary Supervisor).
- Providing recommendations to the PGC on the nomination of suitable experts to examine the thesis.

## 2.3. Examiners

Examiners are responsible for:

- Providing a fair, independent and expert report to the HDC. This does not imply any further obligation on the part of the examiner directly to the candidate.

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