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| **PLEASE NOTE** | * ***This form must be typed. Handwritten forms will not be accepted.***
* ***Double clicking on the check boxes enables you to change them from not-checked to checked.***
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| **Student ID**  |  | **Name** |  |
| **Faculty**  | **Choose a Faculty** | **School/Dept** |  |
| **Discipline** |  | **Programme** |  |
| **Mode of Study** | **Select Full-time or Part-time** | **Commencement Date** |  |
| **Submission Due Date** |  |  |  |
| **Has a ‘Supervision Agreement’ been completed?***Supervision agreements are compulsory* | **Yes** [ ]  |  **No** [ ]  |
| **Will this research involve working with children?**If yes, see additional information below | **Yes** [ ]  |  **No** [ ]  |
| **Is an AUTEC/Ethics Application required?** | **Yes** [ ]  |  **No** [ ]  |
| **Will this research involve conducting research ‘Off-Campus’?**If yes, see additional information below | **Yes** [ ]  |  **No** [ ]  |
| **This thesis will be presented using the following format:** | **Choose an item.** |
| **Word Count** Excluding Appendices |  | **ORCID ID Number** | **0000-0000-0000-0000** |
| **Working Title** |  |

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| Confidential Material |
| **Does your research require an embargo?** | **Yes [ ]**  |  **No [ ]**  |
| **If you require an embargo, please complete an embargo form and attach a memo with justification from your primary/ co-supervisor.** |

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| Intellectual Property |
| **Applying AUT’s policy (aut.ac.nz/ip), IP will be owned by:**Note that under the AUT policy students always own their research component and academic publications. IP ownership questions can be directed to the Research Office or AUT Ventures. If unsure, please contact AUT Ventures (ventures.aut.ac.nz). | **The student** | [ ]  |
| **AUT** | [ ]  |

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| indicate where you will be based during your studies: (This includes trips for data collection) |
| **Where are you currently located? (Town/city and country):** |  |
| **I will be based on an AUT Campus for the full duration of my studies:** | **Yes [ ]**  |  **No [ ]**  |
| **If you will be off-campus (either temporarily or permanently) where will you be based:** | **City:** |  | **Country:** |  |
| **Dates will be off campus:** | **From:** |  | **To:** |  |
| *Note: Contact your Faculty Postgraduate Coordinator with information relating to an additional supervisor located at the external location, and an off-campus plan (schedule of meetings, access to equipment, fees requirements, Intellectual property requirements, support and expectations/goals).* |

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| Supervisors |

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| **Submission without supervisors’ advice: Submission of the Confirmation of Candidature form without supervisor approval is not recommended by the university. However, a student has the right to request that the confirmation of candidature be reviewed, even though the supervisor(s) may not believe it to be of a suitable standard. In this instance, please indicate “no” below and add comments in the comments section.**  |
| **Primary/Co-Supervisor’s Endorsement** | This proposal has been discussed with me and I recommend that this student be confirmed | **Yes** [ ]  | **No** [ ]  |
| **Comments** |  |
| **Name** |  | **Signature** |  | **Date** |  |

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| **Secondary/Co-Supervisor’s Endorsement** | This proposal has been discussed with me and I recommend that this student be confirmed | **Yes** [ ]  | **No** [ ]  |
| **Comments** |  |
| **Name** |  | **Signature** |  | **Date** |  |

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| **Additional Supervisor’s/ Mentors Endorsement** | This proposal has been discussed with me and I recommend that this student be confirmed | **Yes** [ ]  | **No** [ ]  |
| **Comments** |  |
| **Name** |  | **Signature** |  | **Date** |  |

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| Faculty Approvals and resource sign off |
| **HOD/HOS (name)** |  | **Confirm Resources** **Available for this project** | **Yes** [ ]  | **No** [ ]  |
| **Signature** |  | **Date** |  |
| **Name of HOD/HOS of Secondary/Co- Supervisor** when supervisor is located in a different department/ school/faculty |  | **Confirm Supervision****Available for this project** | **Yes** [ ]  | **No** [ ]  |
| **Signature** |  | **Date** |  |
| **Associate Dean** |  | **Faculty PGC Approval Date** |  |

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| Additional information |
| * ***Postgraduate Handbook:*** *the postgraduate handbook is the overarching guide to postgraduate academic policies and procedures.*
* ***Referencing:*** *when citing references please specify the referencing style you will use (e.g. APA). This specified style should be used throughout the entire proposal.*
* ***External parties:*** *when working with external parties, contractual arrangements should be in place to clarify your rights and responsibilities. The University Research Office is responsible for such contracts and is available to assist and answer questions.*
* ***Conflicts of Interest:*** *Please refer to the current version of the Postgraduate Handbook. This section establishes a set of questions to help identify any potential conflicts. If a conflict is identified, the supervisory agreement should outline how this will be managed.*
* ***Confidential Material:*** *If the subject matter of the research is confidential and may require an embargo once completed this should normally be identified when the confirmation of candidature is completed. Please refer to the current version of the Postgraduate Handbook for further information and the procedure. Your supervisor must supply a justification for confidentiality to the University Postgraduate Research Board.*
* ***Intellectual Property:*** *Please refer to the current version of the Postgraduate Handbook. If you or your supervisor have reason to believe that Intellectual Property implications will arise out of independent research, your supervisor is responsible for discussing this with you and liaising with the University’s commercialization arm – AUT Ventures*
* ***Ethics Approval****: please seek advice from the Ethics Secretariat (AUTEC) if you have any queries on ethics requirements.*
* ***Formats*:** *Please refer to the current version of the Postgraduate Handbook for details on formatting structures.*
* ***Vulnerable Children’s Act (2014):*** *A student requiring sustained contact with a child or children will need to contact their supervisor and Faculty Associate Dean (Postgraduate) for advice on undertaking appropriate police checks.*
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| proposal Summary |

***Provide a summary of the proposal, up to 300 words in length, using non-technical language that is understandable by non-experts. It must accurately reflect the content of the proposal. It is normally one paragraph, is concise and summarises the entire proposal, therefore it must include the:***

***• Research question/problem***

***• Theoretical framework***

***• Research design -sampling method***

***• Data collection methods***

***• Data analysis***

***• Potential significance and/or benefits***

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| research proposal |

***Note:*** *It is advisable that doctoral students and supervisors discuss an alternative research plan for implementation if the original research plan proves impracticable so that doctoral studies can be completed within the timeframe.*

***Please write a substantive research proposal with a 10,000 word maximum (excluding Appendices) – note that this is a maximum word limit and not a target. Use the following headings as a guide. You are able to type over the text under each header. If any of these are not applicable to your proposal, briefly justify.***

**Working Title**

*The current proposed title of the research.*

**Research Question(s)**

*Clearly state the research question(s). The research question should be clear and focused and summarises the issue you will investigate.*

**Rationale and Significance of the Study**

*The key reasons for undertaking the research, with a focus on why the study is worth undertaking.*

**Literature/Past Research Review**

*The purpose of this section is to identify the gap in literature to support the research direction. This should include a brief account of how the proposed project relates to existing knowledge and literature within the appropriate field.*

**Design of the Study**

*An outline of the research design. This includes methodology, methods and analysis.*

**References**

*A list of sources referred to in the proposal.*

**Ethical Approval**

*If ethics approval is required, please attach a copy of the letter(s) of approval. If not yet granted, this must be indicated, along with details of which committee(s) will be approached. A copy of approval letter(s) must be submitted to the Postgraduate Office within 6 months of the confirmation of candidature.*

**Resources and Budget**

*Identify any additional resources you will need over and above those provided by AUT. Provide a planned budget for your research and how this will be funded.*

I acknowledge that any costs that exceed the approved faculty research funds (or any scholarship or external funds) will be covered by me: **Yes**  [ ]

**Location**

*Indicate where the research will be conducted, and if not at AUT, provide a brief justification and indicate how communication and resource issues will be addressed.*

**Progress and Activity to Date**

*Specifically address the past 6 months and any issues raised in the previous Progress Report.*

**Timetable for Completion**

*Provide an outline of the major activities required to complete your research and write up your thesis (including activities partially completed). Indicate the dates by which you expect to complete each activity.*

**Publications and Presentations**

*List any research outputs directly relating to the student’s research to date. e.g. papers, presentations and publications.*

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| declaration by applicant |
| I declare that the information provided by me in this application is true and complete. I have read and understand the conditions of candidature outlined in the current Postgraduate Handbook and am prepared to accept them in full.* I understand that the confirmation of candidature reviewers will recommend an outcome which will include that the student be confirmed (this includes options where amendments may be required to the confirmation of candidature form); that the confirmation of candidature be revised and resubmitted; or that the student not be confirmed.
* Where it is indicated that the confirmation of candidature be revised and resubmitted, it can only be resubmitted once and an unsuccessful resubmission may result in the termination of enrolment due to non-confirmation in the doctoral programme.
* Where it is recommended that the student not be confirmed, the University Postgraduate Research Board may determine that the student’s enrolment be terminated.

Are you submitting the confirmation of candidature without the support and/or advice of your supervisor(s)? **Yes** [ ]  **No** [ ] If yes, you acknowledge that you understand the repercussions of this decision namely that if the reviewers and/ or the Faculty Postgraduate Board do not approve the confirmation, you may be withdrawn from the programme. Having submitted the confirmation of candidature without the supervisor’s support is not grounds to appeal this decision.This proposal has been discussed between my supervisors and myself and I therefore submit it for confirmation of my candidature. **Yes** [ ]  **No** [ ]  |
| **Applicant’s signature**: |  | **Date**: |  |