

# Department of Mathematics and Statistics

## CONFIRMATION PROCEDURE

September 26, 2006

Confirmation is a key point in candidature. Its purpose is to determine whether or not work to date on the PhD research proposal indicates a strong likelihood that it will result in a high quality thesis, completed in the required time. Confirmation normally takes place at 11 months of candidature in the Department of Mathematics and Statistics.<sup>1</sup> The purposes of confirmation are to:

- assess progress to date and the academic preparedness of the candidate to complete,
- determine whether the candidate has developed a clearly defined, coherent and feasible research project and contribute suggestions for its successful completion,
- determine that any specific requirements for confirmation of candidature have been met,
- provide an opportunity for the candidate to demonstrate written and oral presentation skills, their mathematical skills and their research skills appropriate to PhD level study, and
- publicly acknowledge a major milestone in the project and inform others about the research project.

### **The Confirmation Supervisory Panel (CSP)**

The Confirmation Supervisory Panel (CSP) (see Department's policy of the CSP for further details), that has been set up within 6 weeks of a candidate's start, will undertake the task of the assessing the candidate's suitability for confirmation.

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<sup>1</sup>Within the University probationary candidature is normally for a minimum of 6 months and a maximum of 12 months (or 12 and 24 months for part-time students) ending once confirmation is confirmed.

## **The Confirmation Process**

For confirmation, each candidate is required to:

1. prepare a written proposal of at least 5 pages, (normally of 10 pages in length), outlining the general area of the project, its broad scheme, the work that has been done since the beginning of the candidature, and the plan for future work;
2. make an oral presentation on the project of 30 - 50 minutes duration in a departmental research group seminar or other department seminar;
3. verbally explain the proposed research project to the CSP. The CSP will assess the feasibility of the proposed project and offer suggestions towards its successful completion;
4. meet any special requirements noted at enrolment and necessary for confirmation;
5. return the confirmation report form to SGS by the due date.

The CSP will make a recommendation to the Head of Department to either:

- confirm candidature,
- extend probationary candidature to a specified date,
- recommend conversion to a Masters degree, or
- terminate candidature

Candidates should note that the CSP (see Department's policy of the CSP for further details) will be utilised throughout candidature to assist the candidate with progress and in particular will meet at least once a year to do so.

Note that, if a recommendation to confirm is not received by the School of Graduate Studies, the candidature and any scholarship held will be terminated at the end of the probationary period.