



Higher Degree by Research (HDR) Student Progression Policy

1. COMPLIANCE OBLIGATION SUPPORTED

[Admission and Enrolment \(Higher Degree by Research\) Rules](#)

2. PURPOSE

To detail, for all HDR students, the progression requirements and the consequences of progress being unsatisfactory.

3. POLICY STATEMENT

- 3.1. Procedures and processes for progression and cancellation of enrolment are to be consistent, fair and transparent.
- 3.2. Students enrolled in HDR courses at Curtin are to demonstrate progress towards the stated objectives of their research program at three designated milestones.
- 3.3. Continuity in the HDR course is to be assessed at each milestone, and student academic status is to be assigned in accordance with the student's ability to meet the required objectives of each milestone in the prescribed time.
- 3.4. HDR students must check that their milestone outcomes are correctly recorded on the student records system at all times.
- 3.5. The University is to provide structured progress management to all HDR students to ensure satisfactory progress is being made by the student, by identifying and supporting them to address progress issues which may arise during their course.
- 3.6. The University is to address unsatisfactory student progress or a failure to meet the requirements of their degree in a manner that is:
 - (a) impartial and fair to all parties involved;
 - (b) carried out with transparency;
 - (c) handled within established timelines;
 - (d) respectful of the privacy of all parties involved; and
 - (e) appropriate for managing complex and sensitive issues.
- 3.7. The Associate Deputy Vice-Chancellor, Research Excellence is to develop and maintain procedures to manage:
 - (a.) progression milestones;
 - (b.) progress and enrolment status, including the assignment of conditional status; and
 - (c.) cancellation of enrolment.

4. SCOPE OF POLICY

This policy applies to all staff, students and HDR supervisors involved with HDR courses at Australian and global campuses.

5. SUPPORTING PROCEDURES

[Higher Degree by Research \(HDR\) Student Progression Procedures](#)

6. DEFINITIONS

(Note: Commonly defined terms are located in the [Curtin Common Definitions](#). Any defined terms below are specific to this document)

Nil

7. RELATED DOCUMENTS/LINKS

Internal

- [Statute No. 10 – Student Discipline](#)
- [Research Data and Primary Materials Policy](#)
- [Intellectual Property Policy and Procedures](#)

External

- [Higher Education Support Act 2003 \(Cth\)](#)
- [Higher Education Standards Framework \(Threshold Standards\) 2015 \(Cth\)](#)
- [Education Services for Overseas Students Act 2000 \(Cth\)](#)

Policy Compliance Officer	Melinda Fitzgerald , Associate Deputy Vice-Chancellor, Research Research Office at Curtin
Policy Manager	Deputy Vice Chancellor, Research
Approval Authority	Academic Board
Review Date	1 st April 2025

REVISION HISTORY

Version	Approved/ Amended/ Rescinded	Date	Committee / Board / Executive Manager	Approval / Resolution Number	Key Changes & Notes
New	Approved	31/08/2018	Academic Board	AB167/18	Attachment A to Item 13.2
	Approved	27/03/2020	Academic Board	AB 47/20	Attachment D to Item 14.4 Effective upon gazettal of Statute 12 (24/07/2020) and promulgation of the Admission and Enrolment (HDR) Rules (03/08/2020) previously titled HDR Milestones Policy