

Monash University Procedure

Procedure Title	<u>Graduate Research Termination Procedures</u>
Parent Policy	Graduate Research Progress Management Policy
Date Effective	21 June 2018
Review Date	20 June 2021
Procedure Owner	Chair, Graduate Research Committee
Category	Academic and Quality Standards
Version Number	1.4 (<i>Administrative amendments effective 1 December 2021</i>)
Content Enquiries	mgro-candidature@monash.edu (student-specific queries) gr-governance@monash.edu (policy/procedural inquiries)
Scope	<p>All campuses</p> <p>All Higher Degree by Research (graduate research) courses</p> <p>All Higher Degree by Research (graduate research) students</p> <p>This policy and its supporting procedures do not cover:</p> <ul style="list-style-type: none"> Termination of enrolment due to a student not meeting their obligations under Part 5 of the Monash University (Vice-Chancellor) Regulations. The investigation of student misconduct offences under Part 7 of the Monash University (Council) Regulations. <p><i>For students at Monash University Indonesia, this procedure has been translated into the Indonesian language (Bahasa) and can be accessed on the University's Policy Bank.</i></p>
Purpose	<p>These procedures:</p> <ul style="list-style-type: none"> Define a milestone review framework that supports graduate research students to undertake research of an appropriate quality, originality and depth as required by their course of study for their approved research project; Contribute to the maintenance of academic and research quality at the University; Provide a mechanism to identify and support students who are experiencing progress difficulties in their study program; and Prevent the waste of academic and research resources that may occur if a student remains enrolled at the University when they are not making satisfactory progress. <p>These procedures are to be read in conjunction with:</p> <ul style="list-style-type: none"> Part 6 of the Monash University (Academic Board) Regulations and Delegation Register: Graduate Research Committee.
PROCEDURE STATEMENT	

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Preamble

1. Monash University aims to attract and select a diverse range of graduate research students, providing them with the opportunity to successfully complete their studies to the highest possible standards.
2. Monash must be satisfied that students enrolled in a graduate research course comply with its statute, regulations, policies and procedures.
3. This procedure outlines the processes and actions that may lead to termination of a student's enrolment as a result of the student's failure to:
 - Meet the requirements of the following milestones: Confirmation, Progress Review / the Mid Candidature Review, or the Final Review / Pre-Submission Seminar;
 - Make satisfactory progress **outside** the milestone review framework; and
 - Comply with the [Monash University \(Academic Board\) Regulations](#), including failing to notify the University within a specified timeframe of a return from a period of approved leave or study away, failing to complete a milestone within the required timeframe, or failing to re-enrol.
4. It also outlines the student's right to appeal a decision to terminate enrolment made under these procedures.

Structure of these Procedures

5. These procedures comprise the following sections:
 - Section 1:** Failure to meet the requirements of a milestone or make satisfactory progress outside of the milestone review framework
 - Section 2:** Failure to comply with the [Monash University \(Academic Board\) Regulations](#)
 - Section 3:** Lodging an Appeal
 - Section 4:** The Appeal Process
 - Section 5:** Order of Hearing
 - Section 6:** Effects of Termination

Section 1: Failure to meet the requirements of a milestone or make satisfactory progress outside of the milestone review framework

Recommendation of a Milestone Review Panel or Academic Progress Review Panel

(Monash University [Academic Board] Regulations 47-54)

6. Where the Milestone Review Panel (MRP) decides that the student has not met the requirements of the milestone and recommends that the student's enrolment be terminated, the **Milestone Report Form (Reconvened Panel)**, along with any relevant supporting documentation, is to be forwarded to the delegate of the Graduate Research Committee within **5 working days** of the date of the MRP's decision.

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7. Where the Academic Progress Review Panel (APRP) decides that the student's progress is not satisfactory or the student's enrolment is unable to progress and recommends that the student's enrolment be terminated, the **Academic Progress Review Panel Report Form**, along with any relevant supporting documentation, is to be forwarded to the delegate of the Graduate Research Committee within **5 working days** of the date of the APRP's decision.
8. In reviewing the recommendation, the delegate of the Graduate Research Committee will provide the student with the opportunity to respond to the recommendation by a specified date.
9. The student's response to the recommendation is to be submitted using the **Written Statement Form**, to which has been attached relevant supporting documentation, including, but not limited to:
 - Original documentation from a professional, such as a medical specialist, psychologist or social worker, stating full and current information in support of their case.
 - Information regarding any relevant medical conditions, referring to the Medical Report Guidelines at:
 - https://www.ama.com.au/sites/default/files/documents/AMA_Guidelines_on_Medical_Certificates_2011_Revised_2016_0.pdf
 - Details of any delays to the research, including delays beyond the student's control, that have impacted on the progress of the research project.
10. The delegate of the Graduate Research Committee is not required to consider a submission from the student that is:
 - Not submitted in the correct form and/or
 - Submitted beyond the specified date.
11. The delegate of the Graduate Research Committee may also seek further information from the Chair of the relevant panel (MRP or APRP) if required, and any other staff who may be able to assist in understanding the circumstances under which the recommendation has been made.
12. Once the date referred to under **paragraph 8** has passed, the delegate of the Graduate Research Committee is to review the recommendation and any other documentation and information received, and make a determination on whether:
 - a) enrolment is to continue;
 - b) enrolment is to continue subject to conditions;
 - c) the student is offered a transfer from a doctoral degree to a research master's degree in lieu of termination of enrolment; or
 - d) enrolment is terminated.

Responsibility

Milestone Review Panel or Academic Progress Review Panel
Delegate of the Graduate Research Committee
Student

Decision to terminate enrolment

(Monash University [Academic Board] Regulation 54)

13. Where it is determined by the delegate of the Graduate Research Committee that the student's enrolment is to be terminated, the student is to be provided with written notice of this decision, which must include:
 - The MRP or APRP's recommendations, and reasons for them;
 - The delegate of the Graduate Research Committee's decision on the student's enrolment and reasons for it;

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- The student's right to appeal the decision to terminate enrolment, the available grounds for an appeal, and information about how to make an appeal, including the timeframe for lodging an appeal;
 - The student's rights at any hearing that may take place;
 - Information about relevant support services available to the student, including information on how to seek advice or assistance from the relevant student association (e.g. the Monash Postgraduate Association); and
 - The enrolment status of the student following issuance of the notice of the decision to terminate enrolment.
14. A copy of this written notice is to be provided to the student's main supervisor, head of academic unit and faculty graduate research office.

Responsibility

Delegate of the Graduate Research Committee

Continuation of Enrolment

15. Where it is determined by the delegate of the Graduate Research Committee that the student's enrolment is to continue, the student, main supervisor, faculty graduate research office and Chair of the MRP or APRP are to be notified in writing of this decision.
16. Where applicable, the notice must state any conditions on the student's enrolment, with continuation of enrolment subject to the student agreeing in writing to those conditions.

Transfer from a doctoral program to a master's by research degree

(Monash University [Academic Board] Regulation 54[3])

17. This section applies to PhD or professional doctorate students who have either failed to meet the requirements of a milestone, or who have been recommended for termination following the convening of an Academic Progress Review Panel (APRP).
18. An offer to transfer to a research master's degree may only be made by the delegate of the Graduate Research Committee in exceptional cases where:
- a. the delegate of the Graduate Research Committee determines that the material presented to the Milestone Review Panel is not of a doctoral standard, but may meet the requirements and standard of a research master's degree; or
 - b. an Academic Progress Review Panel has been convened and the delegate of the Graduate Research Committee determines that academic progress is not of a doctoral standard but may meet the requirements and standard of a research master's degree.
19. The decision to offer a student a transfer to a research master's degree, as provided for in these procedures, will only be made where the following conditions are met:
- Written confirmation has been provided as follows:
 - where a Milestone Review Panel is convened, the chair of the panel and the student's main supervisor have provided written confirmation that they are of the view that the material presented at the milestone may meet the requirements and standard of a research master's degree; or
 - where an Academic Progress Review Panel has convened, the chair of the panel and the student's main supervisor have provided written confirmation that they are of the view that the student's research may meet the requirements and standard of a research master's degree; and

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- The maximum period allowed for the study program of the student's doctoral degree includes sufficient time for the student to complete the research master's degree, or where there is not a sufficient period of enrolment remaining up to the maximum period allowed for the study program, the delegate of the Graduate Research Committee agrees to extend the maximum period allowed for the student; and
 - The faculty provides written confirmation that there are adequate supervision and facilities available to continue to support the student; and
 - The student has the required training and the demonstrated ability and commitment to carry out independent research; and
 - There are no known external constraints prohibiting the student's transfer into a research master's degree, including sponsorship arrangements or other external regulatory requirements that must be met; and
 - The student does not owe any fees or any monies to the university and their enrolment is not in any way encumbered.
20. Where the delegate of the Graduate Research Committee determines that the student should be offered a transfer into a research master's degree in lieu of termination of enrolment, the student is to be presented the offer via written notice.
21. A copy of the offer will be provided to the chair of the MRP or APRP, the academic unit and the faculty graduate research office.
22. The offer will state any relevant conditions (for example, completion of a confirmation milestone, etc.) and outline action required from the student in response to the offer.
23. The student must accept or decline the offer in writing within **10 working days** of its deemed date of delivery.
24. Failure to respond to the offer within this time-frame will mean that the offer lapses and enrolment will be terminated via written notice.
25. Any appeal against the decision to terminate enrolment must be dealt with in accordance with **Section 3: Lodging an Appeal**.

Responsibility

Delegate of the Graduate Research Committee
Milestone Review Panel
Academic Progress Review Panel
Faculty
Academic Unit
Student

Section 2: Failure to comply with the Monash University (Academic Board) Regulations

(Monash University [Academic Board] Regulation 54[2])

26. A student will be issued with written notice [**Notice of Intention to Terminate Enrolment**] by the delegate of the Graduate Research Committee where the student has, without satisfactory explanation to the University, failed to:
- Advise the University of a return from a period of approved leave or study away;
 - Complete a milestone within the required timeframe; or
 - Re-enrol within the specified time-frame.

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27. The **Notice of Intention to Terminate Enrolment** will advise the student of the specified date by which the student must lodge any written response to the notice.
28. The student's written response must be submitted using the **Response to Notice of Intention to Terminate Enrolment Form** to the email address specified on the form, responding to the failure referred to in the notice, and providing any reasons why they believe their enrolment should not be terminated. Supporting documents must be provided where relevant, which may include, but are not limited to:
 - Original documentation from a professional, such as a medical specialist, psychologist or social worker, stating full and current information in support of their case.
 - Information regarding any relevant medical conditions, referring to the Medical Report Guidelines at https://www.ama.com.au/sites/default/files/documents/AMA_Guidelines_on_Medical_Certificates_2011_Revised_2016_0.pdf
 - Details of any delays to the research, including delays beyond the student's control, that have impacted on progress of the research project.
29. Once the date referred to under **paragraph 27** has passed, the delegate of the Graduate Research Committee will consider the student's case, including any response and supporting documents submitted in accordance with **paragraph 28**, and make a decision on whether to terminate enrolment.
30. The delegate of the Graduate Research Committee is not required to consider a submission from the student that is:
 - Not submitted in the correct form and/or
 - Submitted beyond the specified date.
31. The decision of the delegate of the Graduate Research Committee is to be communicated to the student, the supervisors, and the faculty graduate research office.
32. Where it is determined by the delegate of the Graduate Research Committee that the student's enrolment is to continue, the student will be provided with written notice of the decision, which includes any conditions to be met by the student (for example, the requirement that the student re-enrol and pay any applicable fees).
33. Where it is determined by the delegate of the Graduate Research Committee that the student's enrolment is to be terminated, the student will be provided with written notice of the decision.
34. This written notice will include information about:
 - The delegate of the Graduate Research Committee's decision on the student's enrolment and reasons for it;
 - The student's right to appeal the termination decision, the available grounds for an appeal and information about how to make an appeal, including the timeframe for lodging an appeal;
 - The student's rights at any hearing that may take place;
 - Information about relevant support services available to them, including information on how to seek advice or assistance from the relevant student association (e.g. the Monash Postgraduate Association); and
 - The enrolment status of the student following issuance of a written notice of a decision to terminate enrolment.

Responsibility

Delegate of the Graduate Research Committee

Status of the student following a written notice of a Decision to Terminate Enrolment

(Monash University [Academic Board] Regulation 54[4])

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35. The student's enrolment will be maintained until either:
- The specified timeframe for lodging an appeal has expired and no appeal has been received, in which case the student's enrolment in the degree will be terminated from the date on which the appeal period expires; or
 - If an appeal is lodged, until the appeal has been determined. If the appeal is dismissed, the student's enrolment will be terminated from the date on which the appeal is dismissed.
36. During the appeal period, the student will cease any further progress on the research program until the appeal is determined, and will not be permitted to pursue learning opportunities relating to their research program. Access to university facilities such as email and computers will be maintained to assist with the student's preparation for the appeal.
37. *If an appeal is not lodged within the specified timeframe, the delegate of the Graduate Research Committee will terminate enrolment and exclude the student from the degree via written notice.* This notice includes information on the student's right to seek external review of the decision by the [Victorian Ombudsman](#).
38. **Responsibility**
Delegate of the Graduate Research Committee
Student

Section 3: Lodging an Appeal

Lodgement of an Appeal

(Monash University [Academic Board] Regulation 55)

39. The student has 20 working days from the deemed delivery date of the **Decision to Terminate Enrolment** issued under sections 1 or 2 of these procedures to lodge an appeal against the decision.
40. The student is to lodge the appeal with the Chair of the Graduate Research Committee using the **Lodgement of Appeal Form**.

Responsibility

Student
Chair of the Graduate Research Committee

Scope of an Appeal

(Monash University [Academic Board] Regulation 55[3])

41. A student's right of appeal is limited to one or both of the following grounds:
- a. **New Evidence** – that is, new evidence that was not reasonably available to the student at the time of the decision to terminate enrolment and which has the potential to alter the outcome of the student's case. Documentation (medical certificates, statutory declarations) or advice about when the documentation will be available must be provided by the student and attached to the **Lodgement of Appeal** form. All documentation must be in the English language or be a certified translation.
 - b. **Procedural Irregularity** – that is, a breach of the rules of procedural fairness (natural justice) or deviation from the requirements of Part 6 of the [Monash University \(Academic Board\) Regulations](#) or related procedures, with the potential to alter the outcome of the student's case.

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42. The student is required to include the following details on the **Lodgement of Appeal** form, along with relevant supporting documentation:
- The ground on which the student appeals the **Decision to Terminate Enrolment**, including specific details regarding any new evidence and/or procedural irregularity which the student relies on as the basis for the appeal;
 - How the student wishes to present their case if a Termination Appeal Panel is constituted. The student can request to attend a hearing to present their case, submit written documentation, or both present their case to the hearing and submit written documentation; and
 - Whether they wish to be accompanied and assisted (but not represented) at an appeal hearing by another person who is not legally qualified, unless that person is an officer of a recognised student association connected with the student's campus.

Initial Consideration of the Appeal

(Monash University [Academic Board] Regulations 55[4]-[6])

43. Within **20 working days** of receipt of the **Lodgement of Appeal** form, the Chair of the Graduate Research Committee must consider the appeal submitted by the student, and either:
- Dismiss the appeal because he or she is satisfied it is frivolous, vexatious, misconceived or lacking in substance; OR
 - Constitute a Termination Appeal Panel to determine the appeal.
44. Where the Chair of the Graduate Research Committee decides to dismiss the appeal, the Chair is to issue a written notice to the student and head of academic unit that:
- States the decision and reasons for it; and
 - Refers the student to the [Victorian Ombudsman](#) should they wish to instigate an external review of the decision; and
 - States the date of termination of the student's enrolment.
45. Where the Chair of the Graduate Research Committee decides to constitute a Termination Appeal Panel, the Chair of the Graduate Research Committee is to issue a written notice to the student and head of academic unit that states:
- The decision and reasons for it; and
 - That the student's enrolment will be maintained in accordance with **paragraph 35** of these procedures.

Responsibility

Chair of the Graduate Research Committee

Constitution of a Termination Appeal Panel (TAP)

(Monash University [Academic Board] Regulation 56)

46. A Termination Appeal Panel is constituted in accordance with Regulation 56 of the Monash University (Academic Board) Regulations.
47. Upon confirmation of the membership of the Termination Appeal Panel, the Chair of the Termination Appeal Panel is to issue a written notice **[Notice of Termination Appeal Panel membership]** to the student:
- Setting out the names of the Termination Appeal Panel members; and

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- Advising the process by which a student may object to a Termination Appeal Panel member (see **Objecting to a Termination Appeal Panel member** below).

Objecting to a Termination Appeal Panel member

(Monash University [Academic Board] Regulation 57)

48. An objection to a TAP member must:

- Be lodged in writing with the Chair of the TAP, within **10 working days** of receipt of the **Notice of Termination Appeal Panel membership**; and
- Contain the full particulars of the allegation of reasonable apprehension of bias.

49. The objection cannot be lodged on the day of the appeal hearing.

50. Upon receiving a written objection to a panel member, the Chair of the TAP must either:

- Without considering the objection, appoint a substitute panel member of the same category of appointment and notify the student; or
- Request the Dean of the Faculty of Law to appoint an adjudicator to consider and determine the objection.

Responsibility

Student

Chair of the TAP

Dean of the Faculty of Law

Appointment of an Adjudicator

(Monash University [Academic Board] Regulation 57)

51. If an adjudicator is appointed, the Adjudicator must be:

- A member of the academic staff of the Faculty of Law; and
- Hold an academic position at an equivalent or higher classification to that of the panel member against whom that objection has been made.

52. The Adjudicator will be bound by the rules of natural justice, but not by the rules of evidence, and may seek further information and provide an opportunity to respond to the objection.

53. After considering the objection, the Adjudicator must either:

- Dismiss the objection if satisfied it is not substantiated; OR
- Uphold the objection that there is reasonable apprehension of bias and direct the Chair of the TAP to appoint a substitute panel member. Where the objection is in relation to the Chair of the TAP, the Adjudicator is to direct the Graduate Research Committee to appoint another Chair.

54. Where an objection has not been determined by the date of the TAP hearing, the TAP hearing must be delayed.

Responsibility

Student

Chair of the TAP

Graduate Research Committee

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Dean of the Faculty of Law
Adjudicator

Confirmation of the Termination Appeal Panel Hearing

(Monash University [Academic Board] Regulation 58)

55. The Chair of the Termination Appeal Panel is to provide the student and head of the relevant academic unit with a written notice outlining:
- Whether the hearing will be in person, based on written submission, or both, after taking into consideration the student's wishes;
 - The time, date and place of the TAP hearing;
 - A request that the student and head of academic unit or their representative lodge any additional submissions, supporting evidence and/or statements to the TAP no later than **10 working days** prior to the hearing date;
 - If the hearing is in person:
 - a request for the head of the academic unit or their representative to attend the TAP;
 - a request for the student to attend with their support person to present their oral submission and answer questions;
 - the names of any other person/s authorized by the Chair of the Termination Appeal Panel attending the hearing;
 - The procedures for substituting any member should they become unable or unwilling to sit on the panel; and
 - An explanation that the TAP determines its own procedure and may take written submissions, or hear from, any persons it deems appropriate.
56. Where the hearing is in person, the following people may attend:
- Chair and members of the TAP;
 - The student;
 - The student's support person;
 - The head of the academic unit or their nominated representative; and
 - Any other person authorised by the Chair of the TAP to attend.

Responsibility

Chair of the TAP

Section 4: The Appeal Process

(Monash University [Academic Board] Regulation 58)

57. Prior to the hearing date, the TAP must provide the student and the representative of the academic unit with copies of all documents and submissions received, or where the TAP decides it is appropriate to do so, in relation to any document submission, a summary setting out critical material.
58. Where deemed appropriate, the TAP may give the student and the representative of the academic unit, either orally or through a further written submission, a reasonable opportunity to respond to any submission.

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59. In considering the appeal, the TAP may:
- Make enquiries and inform itself in any manner that it thinks fit; and
 - Determine its own procedure; and
 - Adjourn making a determination at any time.
60. Prior to making its final determination, the TAP may grant the student a further period of no more than **20 working days** in which to meet any requirements set by the TAP.
61. At the end of any further period, the TAP must reconvene with no less than 3 of the original members of the TAP (or no less than 2 members if the student member is unavailable) to determine if the student has met the requirements set, and determine the appeal.
62. The TAP must decide to either:
- Uphold the appeal allowing the student to continue their enrolment, subject to any conditions imposed by the TAP; OR
 - Dismiss the appeal confirming the original decision to terminate enrolment, effective immediately.
63. The final decision of the TAP is made by the majority of its members, and in the event that the votes are equal, the Chair of the TAP will have the casting vote.
64. Within **5 working days** of reaching its decision, the TAP must issue a written notice to the student:
- The decision and its reasons;
 - The status of the student's enrolment; and
 - The student's options where the appeal has been dismissed, including their right to instigate an external review of the decision to terminate enrolment via the [Victorian Ombudsman](#).
65. A copy of this written notice is to be sent to the academic unit and the Graduate Research Committee. The Monash Graduate Research Office will update the student record and separately notify the head of academic unit, the student's main supervisor and the faculty graduate research office of the decision.
66. A written record of any TAP proceedings must be retained by the University in accordance with the University's [Recordkeeping Policy](#).

Responsibility

Chair and Members of the TAP
Monash Graduate Research Office

Section 5: Order of Hearing

(Monash University [Academic Board] Regulation 55[7])

67. Should a student lodge a formal written grievance after submitting a **Lodgement of Appeal** form, the appeal must be determined prior to the grievance being investigated under the Student Complaints and Grievances Policy and supporting procedures.
68. Where the order of proceedings is unclear or the grievance is lodged before submitting a **Lodgement of Appeal** form, a final determination of the order will be made by the Chair of the Graduate Research Committee or the Termination Appeal Panel.

Responsibility

Chair of the Graduate Research Committee or the Termination Appeal Panel.

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Section 6: Effects of Termination

69. A student whose enrolment has been terminated under subregulation 54(1) of the [Monash University \(Academic Board\) Regulations](#) (and section 1 of these procedures) is ineligible for admission to a higher degree by research at Monash.
70. A student cannot apply to withdraw once they have been issued with a written notice of **Decision to Terminate Enrolment** in accordance with sections 1 or 2 of these procedures.

Responsibility for implementation	<p>Chair of the Graduate Research Committee</p> <p>Graduate Research Committee</p> <p>Director, Graduate Research Services</p> <p>Deans</p> <p>Faculty Associate Deans (Graduate Research)</p> <p>Heads of Academic Units</p> <p>Graduate Research Coordinators within academic units</p> <p>Supervisors of graduate research degree students</p> <p>Relevant MGRO and faculty and/or academic unit professional staff.</p>
Status	Revised
Approval Body	<p>Name: Graduate Research Committee</p> <p>Meeting: 4/2018</p> <p>Date: 21-June-2018</p> <p>Agenda item: 9.1</p>
Definitions	<p>Academic Progress Review Panel (APRP): Panel constituted to review a student's progress and to determine whether there is unsatisfactory progress outside of the milestone review framework and recommend termination of enrolment.</p> <p>Academic Unit: As defined by the Monash University (Academic Board) Regulations, includes a sub-faculty, school, department, centre, institute or other unit into which a faculty is divided; or a school, department, centre or institute established as a separate entity from a faculty. Typically, is the organisational unit in which the student is enrolled.</p> <p>Associate Dean (Graduate Research) (ADGR): Senior academic staff member appointed at faculty or equivalent level to oversee all matters relating to higher degrees by research students, as defined by the Monash University (Academic Board) Regulations.</p> <p>Deemed date of delivery: The date a notice is treated as having been delivered to the student after applying the delivery times set out in regulation 60 of the Monash University (Academic Board) Regulations. This anticipates a student updating changes to their postal address recorded on the student information system, and regularly checking their Monash student email and postal mail. Any failure by the student to check their email and postal mail does not alter the deemed delivery date.</p>

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	<p>Delegate of the Graduate Research Committee: As specified in the Delegation Register: Graduate Research Committee.</p> <p>EFT: Equivalent full-time enrolment.</p> <p>GRC: Graduate Research Committee.</p> <p>Graduate research degree: Interchangeable with higher degree by research or HDR.</p> <p>HDR: Higher Degree by Research. A research masters or doctoral degree of the University. Interchangeable with graduate research degree.</p> <p>MGRO: Monash Graduate Research Office.</p> <p>Milestone: A formal progress review designed to manage student progression, occurring periodically throughout enrolment. In relation to this procedure, refers to the following reviews: Confirmation, Mid-Candidature Review / Progress Review and the Pre-Submission Seminar / Final Review.</p> <p>Milestone Review Framework: Formal review process triggered by reaching a milestone.</p> <p>Milestone Review Panel (MRP): Panel constituted to review a student's progress as part of the milestone review framework, and which may determine that there is unsatisfactory progress and recommend termination of enrolment.</p> <p>Termination Appeal Panel (TAP): Panel constituted to review a student's appeal against a decision to terminate enrolment.</p> <p>Termination of Enrolment: The exclusion of the student from Monash University, specifically the program of study in which they were enrolled at the time of termination.</p> <p>Unsatisfactory Progress: When a student does not successfully achieve a milestone or is determined to have not satisfactorily progressed in their study program outside the milestone review framework, and which results in termination of enrolment.</p>
<p>Legislation Mandating Compliance</p>	<p>Monash University (Academic Board) Regulations Part 6 - Student Progress Management</p> <p><u>Australian Commonwealth and Victorian State Governments</u></p> <p>Higher Education Support Act 2003</p> <p>Higher Education Standards Framework (HESF) 2021</p> <p>National Code of Practice for Providers of Education and Training to Overseas Students 2018</p> <p>Victorian Ombudsman Act 1973</p> <p>Education Services for Overseas Students (ESOS) Act 2000</p> <p>Public Records Act (Victoria) 1973</p> <p><u>South African Government</u></p> <p>Higher Education Act 101 of 1997</p>
<p>Related Policies</p>	<p>Student Complaints Policy</p> <p>Handbook for Doctoral Degrees</p>

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	Handbook for Research Master's Degrees
Related Documents	Delegation Register: Graduate Research Committee