**Faculty of Business and Economics:**

**Checklist on application for admission to the UoA doctoral programme**

**Notes:**

* This form must be completed for each applicant to the doctoral programme, not just for those wishing to be considered for a UoA Doctoral Scholarship.
* If an applicant wishes to be considered by the Faculty of Business and Economics for a UoA Doctoral Scholarship, they **must** have contacted their proposed supervisor(s) in advance of the closing date for applications and obtained endorsement for their Statement of Research Intent.
* The information requested below must be completed by the supervisor(s). **This form should not be sent to the applicant**.
* Please keep the total length of this form to less than 2 pages. Shorter is fine. You can remove these instructions if you like.

1. ID number and Full Name of applicant
2. Provisional title of thesis and proposed research area
3. Proposed supervisors and agreed FTE split for supervision
4. To what extent have you communicated with the applicant about undertaking doctoral study with you?
5. If you have not already supervised a research project for this applicant, have you interviewed them, either in person or using a video conferencing platform? Give details also in relation to their English proficiency, based on these conversations.
6. If this applicant did not complete their most recent research degree at UoA, have you received and reviewed two references for this applicant, with at least one being from the previous research supervisor? Yes/No
7. To what extent have you been involved in the development of the Statement of Research Intent?
8. What is your level of support for this applicant and their research project? (e.g., good applicant with a sound project, best applicant I’ve seen for years, I don’t know much about this applicant, etc.)
9. Is there any further information you would like to provide about the applicant’s academic background (e.g., international ranking of the academic unit in which the applicant completed their previous degree, applicant’s position within the graduating cohort, applicant’s other relevant experience)?
10. If this applicant completed their qualifying degree at an overseas institution and has a GPE below 7.0, please provide your assessment of their academic performance. In your view, does the converted GPE accurately reflect their preparedness for PhD study, or does it misrepresent it? If the latter, please explain why.
11. Are all the resources required for the project available? If not, what is missing?
12. Are there any additional factors relevant to this applicant/project you wish the Faculty scholarship selection committee to consider?
13. If you think this applicant should be considered for a UoA Doctoral Scholarship, please list the source of funding for your current doctoral students.
14. What scholarship funding have you secured for doctoral students with start dates in the next 24 months, including funding that will be or could be used to support the current applicant?

**Signature of main supervisor and date**

The following information should be provided by each co-supervisor.

1. Have you seen the statement of research intent and do you endorse it?
2. Have you seen the confirmation goals and do you endorse them?
3. Please confirm that you are happy to co-supervise with the FTE specified in Q3 above.
4. If you wish to make any other comments about the applicant or the project, please do so here.

**Signature of co-supervisor and date**