

HIGHER DEGREE RESEARCH ASSESSMENT AND ASSESSMENT APPEALS POLICY

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Contacts	policy@imc.edu.au		
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2024.11	Academic Board	20 November 2024	30 September 2025

1. PURPOSE

The Australian National Institute of Management and Commerce (the Institute or IMC), is committed to providing a quality educational experience for all higher degree research (HDR) students. An important element in the provision of a quality educational experience is ensuring that the assessment of higher degree research is undertaken in an academically rigorous, transparent, fair and timely manner.

2. SCOPE

This policy applies to all full-time and sessional academic staff of the Institute, candidates enrolled in higher degree research at the Institute, and examiners of theses submitted by the Institute's students. It does not apply to degrees by coursework. The provisions of this policy are supplementary to those in the *Assessment Policy and Procedures (Coursework)*. This document should be read, and interpreted, together with the *Higher Degree Research Assessment and Assessment Appeals Procedure*.

3. DEFINITIONS

Candidate means a higher degree research student enrolled at the Institute.

Examination means the examination of a thesis as the basis for the award of a higher degree by research.

Examiner means a person appointed to examine a higher degree by research thesis. An examiner may be an internal or an external examiner.

Principal Supervisor means a staff member of IMC who meets the requirements of and has been approved for inclusion on the Register of Supervisors as a Principal Supervisor and has primary oversight of a HDR candidate's research.

Research means the systematic experimental, and theoretical work, application and/or development that results in an advancement in knowledge, culminating in a thesis that is formally examined.

Research Committee (RC) means a committee of Academic Board that is a managerial and governance body responsible for IMC's higher degree research programs oversight, research training, research ethics and other research activities.

Thesis means the major assessable research outputs presented for examination that demonstrate a candidate's original contribution to knowledge.

4. PRINCIPLES

- The assessment of higher degree research theses shall be conducted in an academically rigorous, transparent, fair and timely manner.
- Multiple examiners will be engaged in the assessment (two for masters, three for PhD).
- The examination process shall involve external examiners who are experts in the field of study.
- In instances of disagreement between examiners, an additional examiner may be asked to assess the thesis.
- Candidates have the right to appeal against unfavourable examination outcomes on procedural grounds.
- The Institute shall maintain the confidentiality of the examination process.
- The Institute shall ensure that conflicts of interest are avoided in all aspects of the candidature.
- The Institute shall provide clear guidelines for the format and submission of theses.
- The Institute shall ensure appropriate data retention practices are followed for all research.

5. RELATED DOCUMENTS

- i. *Higher Degree Research Assessment and Assessment Appeals Procedure*
- ii. *Higher Degree, Research and Scholarships Committee Terms of Reference*
- iii. *Higher Degree Research Confirmation of Candidature and Progression Review Policy and Procedure*
- iv. *Higher Degree Research Supervision Policy*
- v. *Research Human Research Ethics Policy*
- vi. *Research Materials and Data Management Policy*

6. VERSION CONTROL

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The Deputy President (Education) oversees the implementation and compliance of this policy. Please contact the Deputy President's office via - policy@imc.edu.au for any enquiries or clarifications related to this policy.