



**Using this form:** The student should email the completed, fully signed form and 500 word proposal to [OEP-research@unimelb.edu.au](mailto:OEP-research@unimelb.edu.au) by the advertised deadline. Please save the form with the student name in the title i.e. "LASTNAME Firstname R1 Research Subject Application Form.pdf". If you do not have a digital ID an image of your signature can be pasted into the form using the Edit PDF function in Adobe Acrobat.

**PART I: TO BE COMPLETED BY THE STUDENT IN CONSULTATION WITH SUPERVISOR**

**Student details**

Full name:					
Preferred name:					
Email:		Phone:		Student number:	

**Subject**

	Code	Subject title	Points	Semesters	Words
	ENST90006	Environmental Research Review	12.5	1	5,000
	ENST90007	Environmental Research Topic	25	1	10,000
	ENST90035/36 <sup>1</sup>	Environmental Research Topic Pt1/Pt2	25	2	10,000
	ENST90016	Environmental Research Project	50	1	20,000
	ENST70037/38 <sup>2</sup>	Environmental Research Project Pt1/Pt2	50	2	20,000
	ENST90025	Environmental Industry Research	25	1	10,000
	ENST90039/40 <sup>3</sup>	Environmental Industry Research Pt1/Pt2	25	2	10,000
	ENST90020	Environmental Industry Research	50	1	20,000
	ENST90041/42 <sup>4</sup>	Environmental Industry Research Pt1/Pt2	50	2	20,000

<sup>1</sup> Formerly ENST90024. <sup>2</sup> Formerly ENST70001. <sup>3</sup> Formerly ENST90026. <sup>4</sup> Formerly ENST70002.

Semester of commencement	Semester 1		Semester 2		Year	
Semester of completion	Semester 1		Semester 2		Year	

**Primary supervisor**

Full name:			
Email:		Phone:	
Department		Themis code	
Staff number:		Share of supervisory responsibility (%)	

**Secondary supervisor**

Full name:			
Email:		Phone:	
Department		Themis code	
Staff number:		Share of supervisory responsibility (%)	

**Proposed research title:**

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**Ethics and Risk Assessment**

Does the research require ethics approval?	Yes		No	
If yes, give deadline for submission to relevant ethics committee:				
Does the research involve activities that require a risk assessment (e.g. off site, field or laboratory work)?	Yes		No	
Does the research involve international travel?	Yes		No	

Research Project Budget			
	Projected cost (\$)	Funding source	Comments
Fieldwork			
Travel			
Conference attendance			
Equipment			
Other			
<b>Total</b>			

**Other resources available to student:**

**Student declaration:** I have developed this proposal in consultation with the proposed supervisor. I understand the risk management and funding arrangements for the subject. I have read the required assessment tasks and criteria.

<b>Student name:</b>	<b>Student signature:</b>	<b>Date:</b>

**PART II: TO BE COMPLETED BY SUPERVISOR**

**Supervisor comments on proposed project:**

**Assessment requirements:**

Students must complete a written research report which represents a minimum of 60% of their assessment for the subject. They must also give an oral presentation, which may be a hurdle requirement or count towards their overall grade for the subject. The OEP normally holds presentation days in May and October.

Additional assessment tasks may be required by the supervisor. The combined word allocation (or equivalent) should equal the word limit for the subject. Ten minutes of oral presentation is generally accepted to be equivalent to 1,000 words. Words assessed as part of an additional assessment task (e.g. literature reviews) cannot be included in the final research report without substantial revision. Making a task a hurdle requirement avoids double marking.

**Assessment tasks**

Compulsory tasks	Word limit (or equivalent)	% of grade	Due date
Research report			
Oral presentation			
<b>Additional tasks</b> e.g. detailed proposal, literature review, field notes etc.			
<b>Total:</b>			

**If the project involves an industry partner, please provide details of the background IP to be provided by the University:**

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**Supervisor approval:** I confirm that I am willing to supervise the project as described in the attached proposal. I agree to the proposed expenditure and funding sources as stated above.

<b>Name:</b>	<b>Signature:</b>	<b>Date:</b>

**PART III: TO BE COMPLETED BY INDUSTRY PARTNER (INDUSTRY SUBJECTS ONLY)**

**Industry Partner details**

Name of industry partner:			
Contact person's name:			
Email:		Phone:	
Address:			

**Does the Industry Partner have an existing research relationship with the University of Melbourne? If yes, please provide details:**

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**What material support is the Industry Partner providing for the Project?**

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Will the student be employed by the Industry Partner during the project?	Yes		No	
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**Additional comments:**

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**Industry supervisor approval:** I confirm that I am willing to supervise this project in collaboration with the nominated academic supervisor, and have viewed the final version of the proposal

<b>Name:</b>	<b>Signature:</b>	<b>Date:</b>

**PART IV: HEAD OF DEPARTMENT (OF PRIMARY ACADEMIC SUPERVISOR)**

**Head of Department approval:** I am willing for this project to be supervised by the nominated staff member. I agree to the proposed expenditure and funding sources as stated in the proposal.

<b>Name:</b>	<b>Signature:</b>	<b>Date:</b>