

STEP 1

CHECK YOUR ELIGIBILITY

To be eligible you would normally have completed:

- At least a 4 year honours degree equivalent to the University of Melbourne's H1 (80%+) standard
- A degree that is in an area relevant to your intended MPhil/ PhD
- A research project/ component that accounts for at least 25% of 1 year's work at 4th year or Master's level

STEP 2

FIND A SUPERVISOR

Before contacting a supervisor we recommend that you familiarise yourself with Engineering and IT's current projects at: <http://www.eng.unimelb.edu.au/study/degrees/phd/projects>

Once you have decided on a research topic, you must contact an academic as a potential supervisor. All of the current projects include a Project Leader, contactable as a potential supervisor. If you have your own project proposal you should use the *Find an Expert* feature to find a potential supervisor:

<http://findanexpert.unimelb.edu.au/>

When contacting a potential supervisor you should include:

- A current CV
- All higher education transcripts
- A research proposal
- Any publications or publication information

STEP 3

PREPARE SUPPORTING DOCUMENTATION

Your application will not be considered complete and will not be assessed unless you provide ALL the relevant documents below:

- A copy of your birth certificate, certificate of citizenship, or passport
- A current CV in the format requested on page 14 of the application form
- Copies of all higher education transcripts, completion statements (if relevant) and grading schemes that show **numeric grades**
- A 600 word research proposal
- A copy of the email(s) showing your nominated supervisor has agreed to support your application
- Two Academic Referee Report Forms (please send your referees these forms well in advance of submitting your application)
- Examiner's reports AND an Academic Report for Ungraded Thesis form, if you have completed a thesis or research component that does not include a numeric grade and is $\geq 50\%$ of your entire program. The Academic Report for Ungraded Thesis form should be sent to the most senior academic in the relevant department of your tertiary institution involved in the assessment of your thesis/ research component well in advance of submitting your application

STEP 4

SUBMIT AN APPLICATION

- Follow the submission instructions on the Future Students webpage: <http://futurestudents.unimelb.edu.au/admissions/applications/research>
- Once you have submitted your application you will receive an email from the Graduate Research Admissions team stating that your application has been received