

# HIGHER DEGREE BY RESEARCH SUPERVISOR AFFILIATE FORM

The information requested on this form will be used to create a new affiliate record in the University's HR information system. For further information refer to the [University Supervisor Policy](#), the [Affiliates Policy](#) and the [University Privacy Policy](#).

## This section to be completed by the applicant

### Applicant details

Title	Given Name(s)	Last Name	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
Street address		Address line 2	
<input type="text"/>		<input type="text"/>	
City	Country	Post Code	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
Work phone	Mobile		
<input type="text"/>	<input type="text"/>		
Email	Date of birth	Gender	
<input type="text"/>	<input type="text"/>	<input type="text"/>	

### Primary institution (institution affiliation)

Name of institution	Faculty/School
<input type="text"/>	<input type="text"/>

### Previous association with the University of Sydney

I have previously been associated with the University (for example, as a casual/tenured staff, or worked under a different name). If Yes please provide the following  Yes  No

Staff ID	Employment details or alternate name
<input type="text"/>	<input type="text"/>

## Student to Supervise at the University of Sydney

Student Number or Application Number

Student First Name

Student Last Name

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### Supervisor Experience

I have previously supervised Higher Degree by Research candidates

Yes  No

If yes, provide the following details for two most recent candidates

Student Name	Institution	Degree	Year of award
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Student Name	Institution	Degree	Year of award
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

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### Supporting documents (the application will not be considered without these)

- Current CV
- Proof of identity (scanned copy of passport or driver license)
- Evidence of current visa or proof of Australian citizenship
- Is the position child-related role as per Working with Children Policy

Yes  No

If yes, please provide either:

Statutory declaration - working with children or

Working with children check number / application number

## Supervisor declaration

I am an active researcher as defined by the standards set by the faculty approving this application.

I have attached my CV demonstrating my research activity, qualifications and other professional or research experience.

I am familiar with and agree to abide by the University of Sydney rules, policies and procedures as they pertain to higher degrees by research.

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**Signature**

**Date**

Please email the completed form and all attachments to: [hdrac.ops@sydney.edu.au](mailto:hdrac.ops@sydney.edu.au)

## Privacy

The information you provide on this form is required to assess and approve your suitability as a Supervisor of a Higher Degree Research Candidate at the University of Sydney. Failure to supply the required information may result in your application not being considered. The information will not be used for any other purpose or disclosed outside the University except in accordance with the University's Privacy Policy. It will be retained as required by the NSW State Records Act. You have the right to access and correct the information about you, please contact the Higher Degree by Research Administration Centre for further information.

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## THIS SECTION IS TO BE COMPLETED BY UNIVERSITY OF SYDNEY ADMINISTRATIVE STAFF

### Director, Graduate Research approval

I approve for the applicant to be made a Higher Degree by Research Supervisor Affiliate and added to the Supervisor Register in accordance with the details on this form.

Research Supervisor / Auxiliary Supervisor only

Faculty

Department/School/Discipline

Start date

End date (maximum 4 years)

Name

Signature

Date

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HR Case number (HR internal use only)