

**Higher Degrees Proposal Review Checklist**

**Master’s and Doctoral Research Proposals**

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| **Project Title** |  |
| **Principal Researcher(s) / Student and student number** |  |  |
| **Supervisor and Co-supervisor** |  |  |
| **Department** |  |
| **Faculty** |  |
| **Qualification registered for** |  | **First year of Registration :**  |

|  |  |  |
| --- | --- | --- |
| **Proposal Element** | **Deliverables** | **Comments** |
|  | **Y/N** |  |
| **Title** | Is it clearly formulated and does it align with the research objectives / aims / problem / question? |  |  |
| **Introduction** | Does it give a concise orientation of study |  |  |
| **Problem statement** | Is this clearly delimitated and well-focused and aligned with research aims / objectives / Question / Research hypotheses?  |  |  |
| **Aims, objectives and/or purpose of the study**  | Does it align clearly with the Title, research problem / Question? Hypotheses? |  |  |
| **Literature review** | Most relevant and recent publications?  |  |  |
| **Theoretical Framework****(where applicable)**  | Does this flow from the Literature review and does it align with the Aims / Objectives / Research question |  |  |
| **Research Methodology and Research design** | Appropriateness of methodology, data collection instrument/ method(s), sampling, data analysis, reliability / validity / trustworthiness, data presentation |  |  |
| **Ethical & safety issues (compulsory)** | What are the risks in terms of ethical sensitivities, health and safety concerns and have they been taken care of? |  |  |
| **Resources: Budget and Human capital / technical needs and funding required**  | Has the costing been realistically done in all respects to ensure the successful completion of the study? Have the resources needed for the dissemination of the findings been done realistically? |  |  |
| **Originality and contribution to knowledge** | Doctoral thesis must indicate the originality and contribution to new knowledge  |  |  |
| **Feasibility of the study** | Is it feasible in terms of knowledge and skills needed, resources and time line for completion? |  |  |
| **Intellectual property** | Has this been secured? Has it been protected?  |  |  |
| **Knowledge dissemination (how we give back to stake holder/community**  | Papers to be published indicated? Is there a plan to give back? Has the costing been done?  |  |  |
| **Candidate’s declaration**  | Has it been signed? |  |  |
| **Supervisor declaration** | Has it been signed\ |  |  |
| **Bibliography/****References** | Correctly Formatted (according to relevant referencing style)? i.e. arranged in a correct alphabetical or numeric order (whichever is applicable) |  |  |
| **Preliminary chapter division** | Has this been presented and does it represent a well-focused and integrated whole? |  |  |

**Reviewer: Additional comments**

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| **Reviewer Recommendation** | **Choose an option** |
| 1. Accepted |  |
| 2. Accepted, with corrections as indicated.  |  |
| 3. To be re-submitted |  |

**Name of reviewer:** ……………………………………………

**Signature of reviewer: ……………………………………**

**Date:……………………………………..**