

*Last updated: January 2023*

**Length of PhD**

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study (4.00 EFTS = 480 points) is means that a fulltime student cannot submit a PhD thesis for examination until three years after the date of original enrolment.

**Supervision** You must have at least two supervisors and no more than four. Your Senior Supervisor, who has primary responsibility for looking after your academic affairs (i.e. a lecturer). You can have other supervisors who do not work at UC.

**Supervisory Agreement and Doctoral Confirmation processes** The Doctoral Supervisory Agreement is the first milestone in the lifecycle of doctoral students and is due six months after enrolment. The Doctoral Confirmation process is typically A student who is not confirmed by this process cannot continue.

**Progress reports** Progress reports will be due every six months after confirmation. You are responsible for completing Progress Reports and other University documents as your part of a form.

**Owning your research** Your research and your thesis need to be your work. Your supervisors will help, advise and guide you, but in the end you are responsible. In other

**Talking to your Supervisor** It is important that you talk to your supervisors on a regular basis and keep them informed about your work, your progress and any problems or impediments that you are experiencing.

**Postgraduate Coordinators** On occasions you may need to talk to someone else about academic issues. Your department, school or programme will have a Postgraduate Coordinator or Director of Postgraduate Studies who can provide you with further advice or direct you to someone else who can help you.

**Paid work** The University strongly recommends that you do not spend more than 20 hours a week on paid employment if you are a full-time doctoral student.

**Ill health and other adversities** If you become ill, have ongoing health or family issues, or need to return to your home, it is very important that you inform your Senior Supervisor, who will advise you about what you need to do or will direct you to someone who can help you.

**University closures** New Zealand has a number of public holidays during which the University is closed. Where permitted by your department, school or programme, you may choose to work on these days, but buildings may be closed and few or no services will be available. Typically over summer, from about December through to about 10<sup>th</sup> January, many staff are away.

## Holidays

**Suspensions of study** If you are unable to study for periods of a month or more you may apply for a suspension, during which you will not be required to pay fees.