



## SECTION ONE | STUDENT TO COMPLETE

Student name Student ID number

Course number *(indicate)*

MB792/MM790 Research Essay

MA901 Thesis  
(90 credit, 30,000 words)

MA821 Research Essay

MA902 Thesis  
(120 credit, 40,000 words)

Enrolment status *(indicate)*

Full-time

Part-time

Primary supervisor

Secondary supervisor (if applicable)

Commencement date

Expected completion date\*

day month year day month year

I have looked at the 'Regulations & Calendar Handbook' and 'Postgraduate Research Student Guide'.

\*Students and supervisors need to be aware that the date of actual submission of a thesis will affect the student's readiness to graduate. Students should anticipate that the examination process for a thesis will take approximately three months from the date of submission (and may take up to 5 months if the submission date is before (or close to) the summer break.

## SECTION TWO | STUDENT & SUPERVISOR(S) TO COMPLETE

Hours per week the student expects to spend on the essay/thesis:

*This is particularly important for part-time students.*

Will an Application for Ethical Approval be necessary?

*No work involving interaction with living human subjects can begin until approval is obtained.*

Regular meetings between student and supervisor(s) will take place as follows (e.g. Zoom, Skype or F2F):  
During teaching semesters:

*Regular meetings enable:*

- the student to seek guidance and report on progress;*
- the supervisor/s to monitor progress and provide feedback on research activities;*
- both student and supervisor/s to record notes on research guidance, progress and feedback.*

At other times (meetings by following arrangement):

If the student is resident outside Auckland:

The following arrangements for study and supervision have been made (taking account of the student's location):

*'Regular contact' is defined as making contact with their Auckland supervisor, whether by Zoom, Skype, email, txt or in person at least once a month. This should be to discuss progress.*

Additional regular contact will be maintained with the supervisor(s) through:

## SECTION TWO | STUDENT & SUPERVISOR(S) TO COMPLETE (CONTINUED)

When any agreed meetings and deadlines cannot be met, the student or supervisor will initiate contact with the other as soon as possible (including using home telephone numbers if appropriate):

How long before a supervision meeting does the lecturer require written work to be submitted to them?

*They should be in 11 or 12-point type, one-and-a-half spacing, and printed on one side of the page. (PDFs are not suitable unless agreed by the supervisor(s)).*

Number of days written (and oral) feedback on the student's work will be provided by, after its submission:

Progress reports:

*For thesis students: written progress reports are required every six months after enrolment.*

The student is expected to present a paper at a Carey postgraduate seminar:

*Postgraduate seminars will be used as a medium for students to broaden their knowledge and present a paper to the seminar at least once during their time of study.*

Other issues that are relevant of this research, such as an indicative outline with dates:

### STUDENT & SUPERVISOR(S) AGREEMENT

This agreement was negotiated and accepted on:

day month year

We agree to revisit the terms of this agreement at the latest by:

day month year

#### Signature of student

signature

day month year

#### Signature of primary supervisor

signature

day month year

#### Signature of secondary supervisor (if applicable)

signature

day month year

#### Signature of Academic Registrar

signature

day month year