

Doctores .

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- (b) ~~Standardis fouris chee recognised international~~
- (c) ~~Standardis fouris chee recognised international~~



2. C

- (a) Every candidate, before enrolling for the degree, must be approved as a candidate by the Dean of Postgraduate Research
- (b) Every candidate for the degree must either:
 - i. have qualified in New Zealand for a bachelor's degree with first or second class honours, or a Master's degree at the standard of first or second class honours, or the equivalent; or
 - ii. have been admitted ad eundem to the status of a graduate equivalent to (i) above.
- (c) The Dean of Postgraduate Research must be satisfied that the candidate has adequate training and ability to pursue the proposed course.
- (d) In special circumstances, the Dean of Postgraduate Research may approve the enrolment of a graduate who does not hold one of the qualifications under Regulation 2(b), but who has produced satisfactory evidence of adequate training and ability to pursue the proposed course.

3. E

- (a) A candidate shall apply for enrolment on the 'PhD Application' form. The form, which must be signed by the Head of Department/School, must nominate a potential Senior Supervisor, indicate the general field of study, and recommend a date of enrolment. If the enrolment is approved by the Dean of Postgraduate Research, he or she

met, a list of objectives, description of methods to be used, and it should provide details of any special supervisory arrangements (for example, provision of alternative supervision in the case of a supervisor taking study leave). There should be statements about who has been consulted about the project, including general staff whose assistance may be required in the course of the work, and also about specific equipment or materials needed for the research.

- (e) Where the research is dependent on the approval of the University's Human Ethics Committee or Animal Ethics Committee, or any other committee or organisation, approval should have been obtained prior to registration of the proposal, where possible, full documentation of approval(s) submitted with the proposal. Where it is not possible to provide these approvals at the time of submitting the proposal registration, the Postgraduate Office must be informed when the approvals are received.
- (f) With the approval of the Dean of Postgraduate Research, and on the recommendations of the Head of Department/School and the appropriate Faculty Dean, a candidate for a Master's degree may transfer to the degree of Doctor of Philosophy provided:
 - i. The candidate has satisfactorily completed any course work normally required by a candidate enrolling for a PhD. This requirement will be determined in each case by the Faculty Dean, and
 - ii. The candidate has undertaken research towards a Master's thesis or project for a period not normally less than the equivalent of six months full-time enrolment, and
 - iii. The application for transfer is accompanied by a full account of progress made in research for the Master's thesis or project work, and a PhD research proposal, as otherwise required under regulation 3(b). Transfer will not be approved unless the PhD research proposal is approved.

If the candidate is enrolled for a PhD under this regulation, the date of enrolment and registration will be backdated as is considered appropriate, normally to the date at which the Master's thesis or project work was commenced.

4. Full-time study:

- (a) Full-time study:
 - i. A candidate shall normally be enrolled as a full-time candidate.
 - ii. The minimum period of enrolment for a full-

- time candidate is 24 months.
- iii. The maximum period of enrolment for a full-time candidate is normally four years, although if extenuating circumstances related to the student's research can be demonstrated, the Dean of Postgraduate Research may

The minimum period of enrolment for a full-time candidate is 24 months.

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examination the student must be enrolled at the time of submission and must not have any outstanding tuition fees or other charges.

- (b) The candidate shall submit two copies of a thesis embodying the results of the research and the Use of Thesis Form, which can be found on the Postgraduate Studies website.
- (c) A candidate may include in the thesis, or attach as an appendix to it, any of his or her relevant published work. Where the published work has more than one author, it shall be accompanied by a statement signed by the candidate identifying the candidate's own contribution. While published work can be included in the thesis, the thesis must be a single coherent document. Further information regarding the inclusion of published work is included in the document "Including publications in a PhD thesis" which can be found on the Postgraduate Studies website.
- (d) A candidate must indicate in the thesis any part which he or she has previously used for another degree. (See Regulation 1 concerning the requirements for original work.)
- (e) Once examiners have been appointed, as below, the thesis shall normally be sent to the examiners within 10 working days. Prior to being sent out for examination the Examiner's Request Form and the Supervisor's certificate must be submitted by the HoD/S to the Postgraduate Office.

At its initial submission for examination, the thesis should normally be soft (not ring) bound and the candidate must pay the specified fee to cover the cost of hard binding. The thesis will not be sent out for examination until the fee is paid.

Candidates should make themselves familiar with the university's "Thesis Availability Policy" and the "Intellectual Property Guide" which cover such issues as the borrowing and consultation of theses, and the possibility of imposing an embargo on the use of a thesis.

9. E 1 1 1

- (a) The senior supervisor must submit the completed Supervisor's Certificate (available from the Postgraduate Studies Website) within ten working days of the thesis being submitted for examination. The Supervisor's Certificate is sent to examiners alongside the thesis and hence any delay in the submission of this certificate delays the examination process
- (b) Two examiners shall be recommended by the Senior Supervisor, considered by the departmental/school postgraduate research committee

or coordinator of postgraduate research, and nominated on the PhD Examiners Request Form (available from the Postgraduate Studies Website) by the Head of Department/School or postgraduate coordinator for approval by the Dean of Postgraduate Research. Examiners should be nominated on the basis of their expertise in the research domain and/or methodologies used in the thesis. In addition, an oral examination organiser should be nominated. The oral examination organiser is usually a senior member of the continuing academic staff who has had no involvement with the thesis work. Nominations must be received no later than 10 working days after submission of the thesis. Normally one of the examiners will be from New Zealand. In choosing the overseas examiner, familiarity with the New Zealand system for PhD theses should be taken into account. At the same time an oral examination organiser is nominated by the Head of Department/School. The Oral examination organiser will be a senior member of the University staff appointed by the Dean of Postgraduate Research following consultation with the HOD/S or postgraduate coordinator of the candidate's Department/School. The Organiser will be responsible for maintaining the integrity of the oral examination process and will act as a neutral chair at the examination.

To shorten the examining process, it is desirable that the Department/School approach proposed examiners informally before submission of the thesis to ascertain their willingness to examine. Potential examiners should be informed of the likely submission date and told that it is expected that examiners' reports be returned within six weeks. This will be done either by the Head of Department/School, postgraduate coordinator or the nominated chair of the oral examination

- (c) Prior to the nomination of examiners, the candidate should be informed by the Senior Supervisor who the proposed examiners are. The candidate has a right to make a case to the Dean of Postgraduate Research that a particular nominated person not be an examiner. Candidates are not permitted to nominate examiners but may discuss the question of the choice of examiners with their senior supervisor.
- (d) The Senior Supervisor may not be an examiner but shall be involved in the examination process, but may, if he or she wishes, comment on the examiners' reports, within 10 days of receiving them, and will normally attend the oral examination, as below.

- may also be present as observers with the agreement of the candidate and the organiser. The observers must remain silent unless the organiser allows otherwise, and the observers must not disrupt the examination in any way, whether audibly or otherwise.
- vii. At the request of the examiners, the candidate may be required to sit a written examination following the oral examination.
 - viii. In exceptional circumstances, an oral examination may be waived by the Vice-Chancellor on the advice of the Dean of Postgraduate Research.
- (m) After the oral examination and any written examination, the examiners shall, after consultation, submit to the Postgraduate Office the PhD Final Joint Examiners' Report Form, together with

D O C T O R O F M U S I C A R T S (DMA)

Subject to UNZ CUAP approval due August 2011.

1. N O T E S

- (a) The degree of Doctor of Musical Arts may be taken in either music performance or composition. It combines a high standard of original creative (including performance) work with sustained, rigorous and systematic scholarly study at a level equivalent to the PhD, reported by a combination of scholarly writing and either public performance recital and recording, or a portfolio of original compositions and lecture-seminar, all meeting international standards. The degree involves making a significant contribution both intellectually and in practice to either the interpretative and/or technical practice of musical performance or the technical and creative practice of musical composition. Undertaken under qualified supervision, the degree promotes intellectual independence and the capacity to undertake further research in composition or performance and theoretical issues related to them at an advanced level.
- (b) All written components of the degree must be submitted in English or Te Reo Maori. Candidates wishing to submit and defend work in Maori must seek approval at the time of registration. A recommendation will be made by the Assistant Vice-Chancellor (Maori) or nominee as to the candidate's fluency and literacy in Te Reo Maori in the research subject-area and the likelihood of being able to find appropriately qualified examiners.

2. Q U E S T I O N S

- (a) Every candidate, before enrolling for the degree, must be approved as a candidate by the Dean of Postgraduate Research.
- (b) Every candidate for the degree must either:
- have qualified in New Zealand for a Bachelor of Music degree with first or second class honours division 1, or, more usually, a Master of Music degree with distinction or merit, or the equivalent;
 - have been admitted ad eundem to the status of a graduate equivalent to (i) above.
- (c) Candidates will normally be required to undertake an audition, interview, and/or submission of relevant previous academic work and receive recommendation from the School of Music.
- (d) The Dean of Postgraduate Research must be

satisfied that the candidate has adequate training and ability to pursue the proposed course.

- (e) In special circumstances the Dean of Postgraduate Research may approve the enrolment of a graduate who does not hold one of the qualifications under Regulation 2(b), but who has produced satisfactory evidence of adequate training and ability to pursue the proposed course.

3. S T R U C T U R E

- (a) The degree involves a combination of written and practical work (in composition or performance) delivered over the three years of the programme, as described below
- (b) To be awarded the degree of DMA in Performance candidates must achieve all of the following

PART ONE

- Present a lecture-recital of not less than 50 minutes on a topic relevant to their research, and answer questions relating to it, to a standard assessed as satisfactory by the supervisory team.
- Present a full-length (c.90 mins. duration) public performance on their principal instrument (including voice), supported by original programme notes, demonstrating familiarity with and mastery of concert repertoire, to a standard assessed as satisfactory by the supervisory team.

PART TWO

- Present a seminar paper of publishable length and quality on a topic directly relevant to their research, to a standard assessed as satisfactory by the supervisory team.
- Present a short concert (c.50 minutes duration) of repertoire directly relevant to their research topic, supported by original programme notes, to a standard assessed as satisfactory by the supervisory team.
- Present a full-length (c.90 mins. duration) public performance on their principal instrument (including voice) demonstrating familiarity with and mastery of standard concert repertoire, to a standard assessed as satisfactory by the supervisory team.

PART THREE

- Make a high-quality CD recording, supported by original liner notes, of at least 40 minutes duration, with performance content directly relevant to their research topic
- Produce a written thesis of between 20,000

- and 40,000 words total, excluding appendices, on their research topic
- iii. Present a full-length (c.90 mins. duration) public performance on their principal instrument (including voice), supported by original programme notes, focussing on repertoire



Postgraduate Research for approval and formal registration. Failure to obtain such approval within six months may lead to termination of enrolment.

- (c) The research proposal will not be approved until the student has completed an induction course approved by the Dean of Postgraduate Research.
- (d) The research proposal must be accompanied by the Registration form (Research Proposal), available from the Postgraduate Office or the Student Administration website www.canterbury.ac.nz/acad/phd/proposal.shtml. Research proposals involving a contract (other than the "Supervision Agreement" which is part of the Standard Registration form) must acknowledge the signing of the contract by Research and Innovation.
- (e) Where the research is dependent on the approval of the University's Human Ethics Committee, Animal Ethics Committee, or any other committee or organisation of the University or externally, approval must have been obtained prior to registration of the proposal. Full documentation of the approval(s) received must be submitted with the proposal.
- (f) With the approval of the Dean of Postgraduate Research, and on the recommendation of the Head of School and the Faculty Dean, a candidate for a Master of Music (MMus) degree, a Master of Arts (MA) degree or a Doctor of Philosophy (PhD) degree may transfer to the degree of Doctor of Musical Arts, provided:
 - i. the candidate has satisfactorily completed all course work normally required by a candidate enrolling for a DMA. This requirement will be determined in each case by the Faculty Dean.
 - ii. the candidate has undertaken research towards a Masters thesis or project for a period not normally less than the equivalent of six months full-time enrolment.
 - iii. the application for transfer is accompanied by a full account of progress made in research for the Master's thesis or project work, and a DMA research proposal, as otherwise required under Regulation 4(b). Transfer will not be approved unless the DMA research proposal is approved. If the candidate is enrolled for a DMA under this regulation, the date of enrolment and registration will be backdated as is considered appropriate, normally to the date at which the Master's thesis or project work was commenced.

5. Full-time study

- (a) Full-time study:
 - i. A candidate shall normally be enrolled as a full time candidate.
 - ii. The minimum period of enrolment for a full time candidate is 36 months.
 - iii. The maximum period of enrolment for a full time candidate is normally 48 months, although if extenuating circumstances related to the student's research can be demonstrated, the Dean of Postgraduate Research may extend this period by a further 12 months.
- (b) Part-time study:
 - i. With the approval of the Dean of Postgraduate Research, a candidate may be enrolled as a part-time candidate.
 - ii. An applicant for part-time enrolment must produce evidence, including a statement from any employer, that he or she will be able to pursue satisfactorily the necessary study and research.
 - iii. The maximum period of enrolment for a part-time candidate is normally 84 months, and the Dean of Postgraduate Research will not approve part-time enrolment unless satisfied that the candidate can devote sufficient time to study and research to be able to complete the degree within this time. If extenuating circumstances related to the student's research can be demonstrated, the Dean of Postgraduate Research may extend this period by a further 12 months.
 - iv. For a part-time candidate the minimum period of enrolment shall be not less than 48 months.
- (c) After the commencement of study and research for the degree a candidate may, with the permission of the Dean of Postgraduate Research, transfer from part-time to full-time status, or vice-versa.

6. Supervision

- (a) Upon approval of the research proposal the Dean of Postgraduate Research shall appoint a Senior Supervisor of the research, normally a member of the continuing academic staff of the University, who shall supervise the work of the candidate and be responsible for ensuring that all administrative and regulatory requirements are met. The Dean may appoint a non-continuing academic staff member as Senior Supervisor if satisfied that the student will receive continuity of supervision for the whole term of the DMA. The Senior Supervisor will have expertise in the



- (n) At the conclusion of the oral, the organiser may, with the agreement of all the examiners, inform the candidate of the intended recommendation.
- (o) After the oral examination and receipt of reports, the Dean of Postgraduate Research shall consider all reports and recommendations, and shall determine the outcome of the examination
- (p) In the event of disagreement between the examiners, and after the Examination Administrator has taken all reasonable steps to achieve consensus, the Dean of Postgraduate Research may appoint an adjudicator to determine the outcome of the examination.

11.

Where revision and resubmission (including re-presentation of lecture-seminar or recital) are recommended and approved by the Dean of Postgraduate Research, the and app9fTtal)e4 Dean

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of whom at least one shall be resident outside New Zealand. The candidate may be required by the examiners to sit a written or oral examination. The examiners shall report to the Dean of Postgraduate Studies through the relevant Faculty Dean.

Notes:

1. The entry fee of \$2,000 shall be submitted with the application.
2. See Regulation L11 of the General Course and Examination Regulations for the resolution of disagreements between examiners.

D E G R E E O F E N G I N E E R I N G (D E N G)

- (a) The Degree of Doctor of Engineering shall be awarded for significant original contributions to Engineering.
- (b) A candidate for the Degree of Doctor of Engineering shall hold a degree of the University of New Zealand or of the University of Canterbury or shall have been admitted under the admission ad eundem statum regulations to the status of such degree. No candidate shall be examined for the Degree of Doctor of Engineering until five years have elapsed from having been admitted to the qualifying degree.
- (c) Except in special circumstances approved by the Academic Board no member of the academic staff who is not a graduate of the University shall be examined for the Degree of Doctor of Engineering until he or she has served a period of five years on the permanent full-time staff of the University.
- (d) The Degree of Doctor of Engineering shall be awarded for published papers, books, designs and inventions by the candidate or in special circumstances for unpublished work, provided that these special circumstances are recognised as sufficient by the Academic Board.
- (e) With the application, a candidate shall forward:
 - i. Three copies of the work referred to in Regulation 3 upon which the application is based.

- ii. Three copies of any additional work, published or unpublished, which he or she desires to submit in support of the application.
 - iii. A statement signed by the candidate identifying the work which is the candidate's own, and stating that the principal work has not been previously accepted and is not being currently presented for a degree or diploma in any other University.
- (f) Upon receipt of a report from the Faculty ad hoc committee (as appointed under General Course and Examination Regulations: M. Higher Doctorates) the Academic Board shall decide whether to proceed with the examination. The work may then be submitted to three examiners, of whom one at least shall be resident outside New Zealand. The candidate may be required by the examiners to sit a written or oral examination. The examiners shall report to the Dean of Postgraduate Studies through the relevant Faculty Dean.

Notes:

1. The entry fee of \$2,000 shall be submitted with the application.
2. See Regulation L11 of the General Course and Examination Regulations for the resolution of disagreements between examiners.

D E G R E E O F L A W S (D L L D)

- (a) The Degree of Doctor of Laws shall be given for an original contribution or contributions of special excellence to the history, philosophy, exposition or criticism of Law.
 - i. A candidate shall either:
 - a. hold the Degree of Master of Laws of a university in New Zealand; or
 - b. hold the Degree of Doctor of Philosophy in the Faculty of Law of a university in New Zealand; or
 - c. have been admitted ad eundem statum to the status of Master of Laws in the University of Canterbury.
 - ii. No candidate shall be examined for the De-

(LLD)

- (b) The Degree shall be awarded on the basis of published work of the candidate or, in special circumstances approved by the Academic Board and subject to the provisions of Regulation 5(3) hereof, an unpublished work.



- i. Three copies of the work referred to in Regulation 3 upon which the application is based.
- ii. Three copies of any additional material, published or unpublished, including conjoint work or relevant material from other sources, which the candidate desires to submit in support of his or her application.
- iii. A statement signed by the candidate identifying the work which is the candidate's own, and stating that the work referred to in Regulation 3 above has not been previously accepted and is not being currently presented for a degree or diploma in any other University.

(e) Upon receipt of a report from the Faculty ad hoc

committee (as appointed under General Course and Examination Regulations: M. Higher Doctorates) the Academic Board shall decide whether to proceed with the examination. The work may be then submitted to three examiners, of whom at least one shall be resident outside New Zealand.

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