

APPLICATION FOR DClinPsych PROVISIONAL REGISTRATION (DRC2)

Your application for Provisional Registration will not be considered until the Admission process has been completed
Please forward electronically to the Graduate Research School at Doctoral.Applications@massey.ac.nz

PLEASE NOTE: If all sections of the form are not completed it will be returned and enrolment delayed

PART A: CANDIDATE DETAILS			
Student ID:		Preferred name:	
Given name(s):		Family name:	
Date of birth: (dd/mm/yyyy)		Citizenship: (as shown on passport)	
Do you have New Zealand or Australian Residency?		Are you currently residing in New Zealand?	
What is your primary source of funding?			
If Scholarship or Other, please specify			
Is the research commercially funded?			
Your New Zealand postal address, including post code		Other contact details while studying at Massey	
		Email:	
		Mobile:	
		Telephone:	

PART B: REGISTRATION AND ENROLMENT DETAILS	
What is the proposed title of your thesis?	
What start date has been agreed with your primary supervisor? (please ensure this is correct because this cannot later be changed)	
Which campus will you be based at?	

PART C: SUPERVISION PANEL: <i>The primary and one co-supervisor must be Massey staff and this co-supervisor must have minimum of 20%. It is expected that a supervisor will have supervised a student to completion as a co-supervisor before taking on a primary role.</i>				
Title (eg. Prof, A/Prof, Dr)	Name	Department/organisation	Role (primary, co, advisor)	Email

PART D: SUPERVISION AND ACADEMIC PERFORMANCE STATEMENT

It is critical that this section is taken seriously and every section completed to avoid issues at a later date. Both candidate and supervisor must discuss and agree not only on what is to be achieved in the provisional year but also on what can reasonably be expected of both to ensure a successful working relationship throughout the candidacy. This statement should be regularly revisited throughout the candidacy as priorities change. If you require more space attach extra pages and send these **with** this application.

COMMUNICATION

Regular uninterrupted meetings should be scheduled and maintained (at least monthly) with clear expectations and protocols around how they will be conducted, who on the panel will be involved and what the procedure will be if cancelled.

TIME MANAGEMENT

Candidates should be aware of the time commitment associated with Doctoral study. The various stages of the research process should be discussed and approximate timeframes with a view to submission at 3 - 3.5 years (full-time).

CANDIDATURE PROGRESSION

The supervisor and the candidate must familiarise themselves with the doctoral web book and be aware of options for variation to candidatures as well as rights and responsibilities. The candidate and supervisory panel should take responsibility for the timely completion of progress reports. All parties should be aware of the consequences of inadequate progress; a performance review process leading to termination of candidacy in the case of little or no improvement. The candidate should be aware of Massey University services for academic support (library consultation, academic writing, statistics etc.) as well as Health & Wellbeing and Careers.

MANAGING EXPECTATIONS

The level of guidance from the supervisor on the nature and standard of research expected of a doctorate, including content, structure and scope as well as the nature, frequency and turnaround time of feedback (should not be more than 2 weeks). The level of achievement expected for registration to be confirmed at the end of the provisional year. The expectations of the candidate are to have primary responsibility for progress and completion and for all parties to contribute to a constructive working relationship should also be addressed.

RESEARCHER DEVELOPMENT

Expectations around the candidate's participation in important workshops such as Induction and Researcher Integrity as well as contribution to the research community e.g. participation in departmental seminars etc. should be outlined.

RESPONSIBLE RESEARCH

The supervisor and candidate should discuss the rights and responsibilities regarding Intellectual Property, commercially funded research, how data will be accessed, stored and shared, estimated costs associated with research, authorship, copyright and ethical requirements. Any safety risks associated with research activities should also be discussed and how these will be mitigated.

RESOLVING CONFLICT

All parties should be aware of the appropriate channels within schools/units/departments, or failing this within the university; for dealing with issues should they arise. This may include complaints, appeals or poor performance on the part of the candidate ([Student Grievance Procedure](#), [Code of Responsible Research Conduct](#))

PART E: BRIEF SUMMARY OF RESEARCH PLAN (250 Words Maximum)**PART F: CONFIRMATION OF REGISTRATION REQUIREMENTS****PART G: DECLARATIONS BY CANDIDATE, SUPERVISOR, HOD/PG CO-ORDINATOR****Signature of Candidate**

By signing this form I confirm that:

- the information given in this form is true and correct, and no information that would have a bearing on my enrolment has been withheld
- the Provisional Registration application will form part of a contract between myself and Massey University. The terms of that contract are set out in the document entitled "Student Contract" and can be viewed on the Massey University website.

Signature of Main Supervisor

By signing this form I confirm that:

- the candidate and myself in consultation with the supervisory panel have discussed the information provided and together we have agreed on an appropriate start date, the supervisory panel, any paper requirements, and the "supervision and academic performance statement"

Signature of Head of Academic Unit

By signing this form I confirm that:

- the candidate will be appropriately supervised for the duration of the candidacy and that in the case of any supervisory extended leave of absence the candidate will be provided with adequate alternative supervision
- the supervisors are of good national, or international, standing, and members have research expertise appropriate to the candidate's proposed topic area
- the scope of the study is such that is realistic to anticipate completion within three to four years
- the requisite facilities are available for the project