



MASSEY UNIVERSITY  
GRADUATE RESEARCH SCHOOL

**REQUEST FOR USE OF VIDEO CONFERENCING  
FOR DOCTORAL ORAL EXAMINATION**

Family Name:		Student ID:	
Given Name:		Academic Unit:	
<p>It is in your interests to attend your oral exam in person as a face-to-face discussion is much more satisfying and effective for all parties involved. However, we appreciate that circumstances sometimes dictate otherwise and it is difficult to be on campus. Where possible we will try to accommodate your request to attend the oral examination by video conference but the Dean, Research reserves the right to decline your request if she feels it is not in your best interests.</p>			
<p>In order for us to consider your request please confirm the following:</p>			
You have access to reliable video-conferencing facilities in an appropriate venue (e.g. a tertiary education institute rather than your own or a family/friend's home)			
You have made arrangements to have an appropriate support person present for the duration of the exam (this should ideally be an academic staff member at a tertiary institute not a friend/partner/family member)			
You understand that the examination should be held as close as possible to normal working hours in New Zealand (it is unreasonable to expect examiners, supervisors or support staff to be available in the evening or early morning)			
You can make yourself available up to a week before the exam to test the technology with the Graduate Research School staff			
You are aware of the risks associated with the use of technology and that any failures may result in the exam being postponed or you being required to attend in person.			
<p>Please comment on why you are unable to attend in person:</p>			
Candidate's signature:			

Please email this request to the Graduate Research School at [Doctoral.Exams@massey.ac.nz](mailto:Doctoral.Exams@massey.ac.nz)