

DOCTORAL AND MPhil STUDENT RESOURCE REQUEST

Arts & Social Sciences

Te Kura Kete Aronui



THE UNIVERSITY OF
WAIKATO
Te Whare Wānanga o Waikato

The Faculty of Arts and Social Sciences endeavours to provide doctoral students with the resources described below. If you wish to use these resources, please make application on an annual basis.

Return your completed form to your Programme Administrator by the first day of Semester A, or within two weeks of your enrolment in the first year.

Adequate workspace in a shared room is normally provided for up to four years for full-time doctoral students provided you are working on campus and are not involved in an on-campus research laboratory. The workspace is provided for up to eight years for part-time doctoral students, but when there is pressure on space, part-time students may need to share a desk and computer.

MPhil students qualify for the same annual resources for half the length of time of a doctoral student. This time will be taken into account if the student upgrades to a doctorate degree.

If you suspend your enrolment for more than a month you should notify your Programme Administrator, and depending on the length of the suspension, you may be required to vacate your room.

▼ APPLICANT DETAILS

Name	Student ID
Contact Phone	Email
Address	
School	Qualification
Chief Supervisor	Enrolment status
	<input type="checkbox"/> Full-time <input type="checkbox"/> Half-time
PhD or MPhil commencement date	Estimated submission date
Do you plan to suspend your enrolment at any time this coming year?	
<input type="checkbox"/> YES <input type="checkbox"/> NO	
If YES, when and for how long?	

▼ APPLICANT SIGNATURE

Signed:	Date:
---------	-------

Doctoral and MPhil Student Resource Request

DESKS

The Faculty endeavours to provide a desk in a shared room for doctoral and MPhil students wishing to work on campus and who are not involved in an on-campus research lab. Desks and computers may be re-allocated annually on the basis of student need and availability.

If you are not already working within an on-campus research lab, would you like the use of a desk for this year?		
<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> APPROVED
If YES, please estimate how often, on average, you would be using it during the year		
No more than a few hours per month	<input type="checkbox"/>	
More than a few hours per month, but less than 10 hours per week	<input type="checkbox"/>	
At least 10 hours but less than 40 hours per week	<input type="checkbox"/>	
40 or more hours per week	<input type="checkbox"/>	

COMPUTERS

The Faculty endeavours to provide access to a computer (on campus only), capable of at least word processing and email. Computers with additional capabilities and with ergonomic furniture are provided through shared computer labs.

Would you like the use of a computer on campus for this year, capable of word processing and email?		
<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> APPROVED

COMPUTER PRINTING AND PHOTOCOPYING

Doctoral students receive \$100 printing credit per year of enrolment (4 years for full-time students, 8 years for part-time students) to cover photocopying and printing costs. This is loaded on to your student one-card. MPhil postgraduate students have the opportunity to 'opt in' to receive \$100 for printing and photocopying. This is funded from FASS and is deducted from your allocated funding for research. More credit can be purchased if required – see your Programme Administrator.

Do you wish to have \$100 added to your student one-card?		
<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> APPROVED
Which MFDs (printer/copiers) would you like access to?		
		<input type="checkbox"/> APPROVED

INTERNET ACCOUNT – LIGHTWIRE ACCESS

As part of your enrolment as a University of Waikato student, you will receive an allowance of 1.5GB of Internet data per month. This data can be used for Internet on campus, both in computer labs and on personal devices such as your laptop or smartphone. It can also be accessed around the Hamilton CBD. If you need to use more than 1.5GB of data, this can be purchased from the University's Internet provider: Lightwire, either online or from several locations around campus.

To access the Internet, you will need a Lightwire account. To sign up, visit www.lightwire.co.nz and follow the instructions. Make sure you follow the steps to associate your University of Waikato student username with your Lightwire account name to enable your automatic 1GB monthly allowance. More information on student Internet can be found at http://help.waikato.ac.nz/student_info/student_internet.shtml

BUILDING ACCESS

After hours access to the building is available to all postgraduate students on application to the Faculty Information Centre, ground floor of J Block.