**Notification of Withdrawal from Master by Thesis Study**

 *Reference: Master’s Thesis Regulations section 7.8*

***Instruction:*** *This form is to be completed by the candidate and submitted to the home faculty student advisor. An**indication of the reasons for withdrawal will assist the University in understanding the constraints on the master’s thesis study. The endorsement of the Victoria supervisor is required to ensure that all reasonable options for the candidate have been explored.*

**Candidate’s full name:**

**ID number:**

**Course Code:**

**School:**

**Faculty**:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Date of initial enrolment:** |  |  |  |  |  |
|  |  |  |  |  |  |
| **Scholarship holder**: | Yes | No | **Study visa holder:** | Yes | No |
|  |  |  |  |  |  |
| **Victoria supervisor:** |  |  |  |  |  |
|  |  |  |  |  |  |
| **Other supervisor/s:** |  |  |  |  |  |
|  |  |  |  |  |  |

**CANDIDATE’S STATEMENT**

I wish to withdraw from my master’s thesis studies as from *(insert date)*

I understand that if I later decide to undertake a master’s thesis study at Victoria I will need to re-apply for admission to the programme and begin a new thesis.

I have made this decision because:

My project does not appear well-suited to a master by thesis

I do not have sufficient funding to continue my master’s study

It is clear to me that I am not suited to master’s level study

I find the University unsupportive of my aspirations for master’s study

Other

If other, please provide brief details:

Candidate’s signature:

Date:

Wellington Faculty of Humanities and Social Sciences Page 1 of 2 November 2020

**VICTORIA SUPERVISOR’S STATEMENT**

I have discussed this matter with the candidate and suggested alternative solutions but am convinced that this is the best course of action for the candidate at this time.

|  |  |  |  |
| --- | --- | --- | --- |
| Signature: |  | Date: |  |

**NOTED BY HEAD OF SCHOOL (OR DELEGATE)**

Comments:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Name: |  |  |  |
|  | Signature: |  | Date: |  |
|  |  |  |  |
|  | Faculty office use only |  |  |
|  |  |  |  |
|  |  |  |  |
|  | Effective date of withdrawal: |  |  |
|  | Notifications to: |  |  |
|  | Head of School |  |  |
|  | Associate Dean (PGR) |  |  |
|  | Supervisors/s |  |  |
|  | fhss-enquiries@vuw.ac.nz |  |  |
|  | PG School Administrator |  |  |
|  | Entered in Research Master & CRM |  |  |
|  |  |  |  |  |

Wellington Faculty of Humanities and Social Sciences Page 2 of 2 October 2020