Master's by Thesis Guide for Education Students

This guide is for your personal use. Please ensure that you are aware of the key policies and guidelines governing your research.

Faculty of Graduate Research
The Faculty of Graduate Research (FGR) develops policy relating to the Master’s by thesis and monitors candidature, but the home Faculty administers enrolments and ongoing administration related to extensions, suspensions, re-enrolment and examination.

Whilst the majority of the FGR website is written for PhD students, some sections apply to Master’s by thesis students.

Statutes, Policies, Procedures and Guidelines http://www.victoria.ac.nz/fgr/policies-and-resources/

About Masters
http://www.victoria.ac.nz/fgr/about/masters

Converting from a Masters to a PhD
http://www.victoria.ac.nz/fgr/about/masters#masters-to-phd

Supervisory Team and Responsibilities of Supervisors
http://www.victoria.ac.nz/fgr/current-phd/supervision

Workshops for Students
The FGR runs monthly workshops for PhD students. Master’s by thesis students are welcome to register. In addition to the regular FGR monthly workshops, the Faculty of Education also hold seminars and workshops. http://www.victoria.ac.nz/fgr/current-phd/workshops

Research Proposals and Ethics
Thesis students need to prepare a research proposal, which will be reviewed and approved by the Faculty Research Committee. The proposal should be a maximum of 2,500 words plus references for a Master’s thesis, and should be submitted electronically, to education@vuw.ac.nz.

Guidelines to writing a full research proposal
http://www.victoria.ac.nz/fgr/currentphd/provisional-to-full-registration#research-proposal

Once your research proposal has been approved, then an ethics application can be submitted. Ethics application forms and information available http://www.victoria.ac.nz/fgr/current-phd/ethics

Progress Reports
A Master’s thesis academic progress report will be completed at the end of the third month of enrolment to ensure that the candidate is making adequate progress and the supervisory relationship is working well. Any issues or concerns will be addressed by the Head of School (HoS), or nominee. At eight months a more substantial Master’s thesis academic progress report will be completed, reviewed by the HoS and forwarded to the Associate Dean (PGR). http://www.victoria.ac.nz/fgr/policies-and-resources/forms

Scholarships and Grants
http://www.victoria.ac.nz/education/study/scholarships
http://www.victoria.ac.nz/education/about/committees-boards/faculty-grants-leave-committee