

Contacts for doctoral enquiries: Faculty of Graduate Research and PhD Admissions and Scholarships Office

Location: 10 Kelburn Parade

Faculty of Graduate Research Management		
Dean	Prof Neil Dodgson	7408
Deputy Dean	Prof Samantha Owens	5855
Manager, PGR Student Academic Services	Philippa Race	33804
Scholarships and PhD Admissions		
PhD Admissions and Scholarships Manager	Amanda Fraser	7493
Senior PhD Admissions and Scholarships Officer	Barry Lewis	5061
Admissions Administrator	Tiso Ross	8008
Research Degree Candidature		
Progress reporting	Alana Hamill Alex Barton	5404 5406
PhD extensions beyond 4 years full-time (or equivalent); retrospective suspensions; suspensions more than 12 months in total*	Alana Hamill Alex Barton	5404 5406
Appointing external supervisors (as Honorary Research Associates)	Philippa Race Hannah Hollamby	33804 5890
Senior Doctoral Examinations Administrator	Florence Baggett	5148
Doctoral Examinations Administrator	Nina King	9478
Ethics Administrators (Rankine Brown Building) ethicsadmin@vuw.ac.nz aadmin@vuw.ac.nz	Isobel Cairns/Thushi Jayawardenawillis	9451
Intellectual property agreements and advice (Rankine Brown Building) research-contracts@vuw.ac.nz	Ian McIntosh	5535
Provisional to full registration	Alana Hamill Alex Barton	5404 5406
Student concerns	Philippa Race Dr Lizzie Towl	33804 6112
Doctoral Hardship Scholarship	Barry Lewis	5061
PhD annual re-registration	Alana Hamill Alex Barton	5404 5406
Resources for Postgraduate Students		
Minimum Resources Agreement	Philippa Race	33804
Victoria Doctoral Scholarships	Barry Lewis	5061
General enquiries – FGR / Scholarships & Admissions	Hannah Hollamby	5113
Training and Development		
Induction for new PhD students and postgraduate workshops	Dr Lizzie Towl	6112
Orientation to PG Research supervision	Dr Lizzie Towl	6112
PG Co-ordinators and Administrators support	Philippa Race Alana Hamill Alex Barton	33804 5404 5406
Information systems		
Shared folders and reports about PhD applicants	Barry Lewis	5061
ResearchMaster, reports on postgraduate research students	Alana Hamill	5404

*For other suspensions, change of thesis topic, change of supervisors, change of full/half-time status, re-registration – contact the home Faculty student advisor.

General enquiries from prospective PhD candidates should be forwarded to pg-research@vuw.ac.nz. Send enquiries about annual registration to phd-reenrol@vuw.ac.nz; doctoral examinations to phd-exams@vuw.ac.nz; progress reporting to progressreports@vuw.ac.nz