



Kia ora and welcome to the School of Biological Sciences Post Graduate Programme,

You will need to find a supervisor before you enrol into your research proposal paper BIOSCI 761 or BIOSCI 762, and before you start your research component in any of the following programmes:

- Bachelor of Science (Honours)
- Master of Science
- Master of Biotechnology
- Master of Ecology

Supervision arrangements are based on mutual agreement, therefore, please spend some time meeting and chatting with potential supervisors early in the prior semester. Once you have found a supervisor, please fill in the Expression of Interest (EOI) form **along with email communication showing they are also keen to work with you**. If none of the potential supervisors that you have met have given you confirmation, you can still list up to three names of people that you want to work with. The deadline for the EOI submission for semester 2 is **1st June** of the same year, and for semester 1 is **30th November** of the previous year. You should NOTE:

- If you have not had a response from any potential supervisors that you contacted, then, after three attempts, attach a copy of your emails instead of the supervisor agreement.
- We will try our best to help you find someone suitable, but it may take some time and supervision cannot be guaranteed.
- **We will contact you in July or February to let you know of your approved topic and supervisor.**
- You do not need to resubmit your EOI when you start your research dissertation or thesis **unless you have changed your supervisor since completing BIOSCI761/762.**

Academic staff typically have something in mind that they would like to achieve. So, your goal is to find a supervisor who is working in an area you would like to do research in. Please follow the approach below:

1. A list of academic staff and available projects will be published below. This list should be used as an indication of the types of work that each staff member does but is not always up-to-date.
2. In the meantime, you can still find out about the research in the School of Biological Sciences (SBS). There is a wide range of areas, we are a big School. You can explore using [this link](#). We also have several Joint Graduate Schools, where you can have supervisors from industry. You can access these from the same link.
3. You can find out more about any researcher name listed on the site, via the [Discovery Profiles](#). You can learn more about what they do, what other students in their group do, and recent publications. Contact details are within the profile. You are not limited to the lecturers in your classes, you can approach anyone.
4. Select a few researchers/areas that interest you. Think about how your background might make you a useful student. Have you taken relevant BIOSCI papers? Have you had any relevant work experience?
5. Email those that interest you. Ensure each email is specific to that researcher.
6. Aim for your email to be concise and informative, ~ two paragraphs is a good goal. Things to cover:
 - i. Who you are and that you are interested in their research.

- ii. Tell them your background, papers, experience, research interests. You might want to attach a transcript and CV, especially if you have good grades in the most relevant papers. If they are interested, they will likely ask for this.
 - iii. Tell them what postgrad degree you are wanting to do, and in which semester you intend to take BIOSCI 761 and commence Thesis/Dissertation research.
 - iv. Ask if you could arrange a time to meet/phone/zoom etc - indicate your availability.
7. Wait a week or so and follow up. If people don't respond quickly, it's almost certainly due to them being busy.

Remember, if you are a bit nervous about contacting staff, don't be! They are used to the students getting in touch. What they will be looking for is someone who will be a good "fit" for their lab, in both academic background and in personality. So be yourself and let them know why you are interested in working with them. Please remember that in some cases there may be limits on the availability of space and/or equipment and on the number of students that a particular staff member can effectively supervise, so there is no guarantee your first choice will be accommodated.

When you submit the Expression of Interest, your admission/enrolment will be approved on Student Services Online.

You can find useful information at the following links:

[Howto Enrol](#)
[Enrolment Dates](#)
[Deadlines for changes to enrolment](#)
[School of Biological Sciences Science](#)
[Regulations](#)
[General Postgraduate Regulations](#)

Thank you/Kia ora rawa atu Kind

Regards/Ngā mihi nui

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