**Faculty of Arts**

**DOCTORAL RESEARCH FUND REPORTIng Requirements**

A brief written report on the research project should be submitted to [arts-drf@auckland.ac.nz](mailto:arts-drf@auckland.ac.nz) by the student within three months of the expiry date of the award. This should be signed by the supervisor.

Please use the attached report template.

The template requires the principal investigator to provide information as follows:

1. Details from the original application
2. A written report of the achievement
3. A financial statement indicating how funds have been expended and a statement as to how any unspent funds are to be used.

Reports are to be submitted to Faculty Research Committee via arts-drf@auckland.ac.nz



**FACULTY OF ARTS DOCTORAL RESEARCH FUND**

**Report Template**

|  |  |
| --- | --- |
| Student Name: |  |
| Project title: |  |
| Project Reference no: |  |
| Project End Date: |  |

**1. Original Research Proposal**

Briefly describe the Proposal

**2. Achievements** *(sections a and b should not exceed one page in total)*

**a) Summary of research project activities undertaken with funds awarded and what has been achieved**

**b) To what extent have the specific objectives been achieved?**

**3. Attach a final financial statement.**

**Please forward your completed report to arts-drf@auckland.ac.nz**