



**Department of Music, Theatre and Performing Arts
Informal Proposal to Undertake
Postgraduate Research**

Applicant's name: _____

Degree being applied for: _____

Potential supervisor/s (add or delete rows below as necessary):

	Name	Department/School
Primary Supervisor		
Secondary Supervisor		

The primary supervisor named above has already provided feedback on my proposal, which I have responded to in my revised draft, and all supervisors have consented to supervise my research if approved by the Postgraduate Committee:

Yes / No *(delete the option that does not apply)*

Working title:

Provide a short title for your research (no more than 25 words).

Research question and objectives:

Clearly identify the research question and objectives (no more than 1 A4 page, size 12 font, single spaced).

Background:

Provide a brief background to the research problem, challenge or opportunity, indicating the need for the research and recounting the existing literature relevant to the topic. Indicate what gap in knowledge this research is seeking to address (no more than 2 A4 pages, size 12 font, single spaced). Include a bibliography (not included in the 2-page limit).

Methodology:

Provide a summary of the proposed research methodology (no more than 1 A4 page, size 12 font, single spaced).

Timeline:

Provide a timeline outlining when particular research activities are expected to take place.

Budget:

Indicate your proposed expenditure (e.g. for studio time and staffing, fieldwork expenses, assistance with interview transcriptions or translations, resourcing of productions/performances). Add or delete columns and rows in the table below as needed.

- Note that contestable funding is available up to a maximum amount of \$4,500 for PhD and DMA students, \$1,500 for MMus and MFA students, and \$1,000 for MA students.

Year 1	Year 2	Year 3

Total:

Other resources:

Students who require equipment (e.g. resources for studio productions or performance recordings; overseas fieldwork) need to carefully outline their requirements, including the scope and scale of their proposed usage (i.e. approximate number of hours of usage; and the spaces/places where the equipment will be used). This information is required by the Music Department Technicians to ensure that proposed resourcing for the research is feasible. Give relevant details below:

Equipment	When will this be used (year, month)?	How many hours will this be used for?	Where will this be used?

Supporting documents:

Please also send us:

- A brief and current CV focusing on knowledge, skills and experience relevant to your proposed candidature (please make sure you include the names and contact details of at least 2 referees who can speak to your ability to undertake your proposed research project)
- Your academic transcript
- A brief sample of your previous academic writing or creative work

If English is your second language, please also provide evidence that your English language skills meet or exceed the minimum requirements to undertake postgraduate study at the University of Otago (see:

<http://www.otago.ac.nz/study/entrance/otago001300.html>)

Please return the completed form to the Department Postgraduate Coordinator

For Administration Purposes Only

Approved

Declined

Pending further information

Comments:

Postgraduate Meeting date:

____/____/____