



The University of Auckland Faculty of Engineering Postgraduate Handbook



Welcome to the Faculty of Engineering



Congratulations on taking the first exhilarating step into post-graduate study with the Faculty of Engineering at the University of Auckland.

Modern engineering is a constantly evolving and dynamic professional discipline. Postgraduate study in engineering means that you will be at the forefront of technological and scientific endeavour, furthering the body of work of engineering researchers and academics from all over the globe.

The Faculty of Engineering's diverse suite of postgraduate programmes range from postgraduate certificates through to masters and doctoral degrees. Our Faculty is deeply committed to furthering advanced research and study in engineering.

As a postgraduate student, you will work with leading experts to solve real-world problems at the cutting-edge of engineering advancement. By extending your education beyond a bachelors degree, you will significantly boost your skill-set, employability and readiness for the industry of your choice.

The Faculty of Engineering has a proud and long-standing tradition of world-leading research and development. Welcome to the community.

Sincerely,

Nic Smith

PROFESSOR NIC SMITH Dean of Engineering The University of Auckland New Zealand

Cover image: Newmarket Campus, The Faculty of Engineering's newest innovation hub.

Contents

This is your digital guide to postgraduate life in the Faculty of Engineering. Click on the page links below to get to sections of the handbook.

Part 1 Getting Started:

Key dates for 2015 Resources

Part 2 Choosing your programme and courses:

Applying for a programme Fees Summary of programmes Programme requirements and enrolment Course information Postgraduate certificates and diplomas

- Postgraduate Certificate in Engineering (PGCertEng)
- PGCertEng (Plastics)
- Postgraduate Certificate in Geothermal Energy Technology (PGCertGeothermTech)
- Postgraduate Certificate in Light Metals Reduction Technology (PGCertLMRTech)
- Postgraduate Diploma in Operations Research (PGDipOR)
- Masters programmes
 - Master of Disaster Management (MDisMgt)
 - Master of Energy (MEnergy)
 - Master of Engineering (ME)
 - Master of Engineering Management (MEMgt)
 - Master of Engineering Studies (MEngSt)
 - Master of Operations Research (MOR)
- Doctoral Programmes
 - Doctor of Philosophy (PhD)

Part 3: Life at the University:

Learn about support services, support staff, study resources and student advocacy. Find out about academic, social and professional clubs for postgraduate students.

The Engineering Student Centre Support for learning Support for female students Support for Māori and Pacific students Support for LGBTI students Support for dispute resolution On-campus healthcare support Academic, social and professional clubs Engineering clubs Industry associations General clubs

Part 4 Changing your enrolment: Learn how to alter your enrolment and the penalties for late enrolment or application.

Programme enrolment Suspensions Course enrolment

Part 5 Supervision and assessments:

Six steps to finding research supervision Postgraduate submissions

- Theses Exams
- Projects

Part 6 Finding Employment and Becoming

Alumni: Resources for finding a job during study or after you graduate, plus all about alumni resources.

Part 7 Glossary and Safety Information:

Commonly used words related to study, and important safety information for postgraduate engineering students.

> Glossary of commonly used words Health and Safety

DISCLAIMER

Although every reasonable effort is made to ensure accuracy; the information in this document is provided as a general guide only for students and is subject to alteration. All students enrolling at the University of Auckland must consult its official document, the current Calendar of the University of Auckland, to ensure that they are aware of and comply with all regulations, requirements and policies.

This handbook is not intended to be a substitute for:

The University of Auckland Calendar

The University of Auckland website

The PhD Statute and Guidelines

Part 1: Getting started



Key dates 2015

Application closing dates	
Semester One admission applications*	Monday 8 December 2014
Semester Two admission applications*	Saturday 4 July 2015

Semester One 2015	
Semester One begins	Monday 2 March
Graduation (Tai Tokerau)	Friday 27 March
Mid-semester break / Easter	Friday 3 – Saturday 18 April
ANZAC Day	Monday 27 April
Graduation	Monday 4, Wednesday 6, Friday 8 May
Queen's Birthday	Monday 1 June
Lectures end	Friday 5 June
Study break	Saturday 6 – Wednesday 10 June
Exams	Thursday 11 June – Monday 29 June
Semester One ends	Monday 29 June
Semester Break	30 June – 18 July

Semester Two 2015	
Semester Two begins	Monday 20 July
Mid-semester break	Monday 31 August - Saturday 12 September
Graduation	Tuesday 29 September
Lectures end	Friday 23 October
Study break	Saturday 24 - Wednesday 28 October
Labour Day	Monday 26 October
Exams	Thursday 29 October - Monday 16 November
Semester Two ends	Monday 16 November

Resources

The University of Auckland mobile app

A handy resource for finding your way at the university. It's compatible to Apple and Android phones, and there's a web browser version for PC and Mac.

- **Campus maps:** This gives you your current location and allows you to search for where you need to go.
- **Tours:** Take a guided virtual tour of the university (available on iPhone, iPod Touch and iPad only).
- Places: Discover popular places on campus.
- **Directory:** Easily find a member of staff, then email or call them directly from your phone.
- Student links: Login to your student account to check your email, timetable and announcements.
- Library: Browse books, periodicals and workshops.
- Courses: Browse through courses.
- **News:** Subscribe to University news feeds and press releases.
- AskAuckland: Search through our FAQs.
- **Videos:** Stream University videos from research news to student life.
- Images: View and download University photos.
- Get social: Connect with the online community.
- Emergency contacts: Know who to contact in an emergency.

IT essentials

You can gain access to wireless internet from anywhere on the campus using your UPI and

password details. For instructions visit the website.

This is where you'll find everything to do with IT services and facilities in the Faculty of Engineering.

Security access essentials

Building access: Postgraduate engineering students are normally allowed access between 7 am and midnight, 7 days per week. Access to specific labs and facilities: This is based upon your area of specialisation and also what year you're in. Also this is subject to your department's approval and safety policies.

ID cards: Visit the ClockTower



Second-hand textbooks

You should get in quick at the beginning of semester to snap up second-hand books. UBS, the campus bookshop does provide a limited number to purchase in person, not online. Alternately, check engineering noticeboards throughout the faculty or other online retailers.

Lockers

You can hire a locker to use during the year located in the Engineering Building. Speak with Auckland University Engineering Society (AUES) office on Level 3 (Room 402.306).

Getting from A to B

Interactive online maps for all campuses are located online **<u>here</u>**.

PDF Maps: Below are maps of campuses that relate to postgraduate studies in Engineering. Hard copy maps are also available at the Engineering Student Centre.

- City and Grafton Campuses (PDF)
- Newmarket Campus (PDF)
- Tāmaki Innovation Campus (PDF)
- Intercampus bus services between the City and Tāmaki campuses: see timetable.
- Public bus services between the City and Grafton Campuses or City and Newmarket campuses run every few minutes from Symonds Street: <u>www.maxx.co.nz</u>.

Engineering library

Our library is the largest and most extensive engineering library in New Zealand. The library underwent a big refurbishment in 2005. So rest assured, we have all the resources you will need for study throughout the year. Facilities include a computer training room, group study rooms, an audio-visual room and creativity centre. Why not book a library tour, individual or group tutorial or get help from a specialist librarian in your discipline?

Building 402, Level 4 20 Symonds Street Lending Desk phone: +64 9 923 7368 General enquiries phone: +64 9 923 8130



Part 2: Choosing your programme and courses



Need help? Speak to the Engineering Student Centre or departmental advisers. They can provide you with advice about courses, programme requirements and areas of study.

Applying for a programme

PGCert, PGDip and masters applications

- If you're new to the University: Submit an Application for Admission form online.
- If you have studied at the University of Auckland before: Submit your new application request on <u>Student Services Online</u>. Request to Add/Change Programme.
- If you're transferring from a different programme within the University: Submit an <u>Application for Admission</u> form online.

Doctoral applications

A detailed step by step process for doctoral applications and applying for supervision is available in **Part 5 of this handbook**. Also you should visit the FindAThesis page for another way to identify supervisors and potential thesis topics.

To apply for a doctoral programme, login and complete an **<u>Application for Admission</u>** form.

International applicants

International applicants who would like guidance through the process should contact the International Office via email: int-questions@auckland.ac.nz.

Application deadlines

View the application deadlines on **page 5**. You can apply to start in either semester for most programmes except for:

- Postgraduate Certificate in Geothermal Technology (PGCertGeothermTech): This is only available in Semester Two. Applications close 30 April 2015.
- Postgraduate Certificate in Light Metals Reduction Technology (PGCertLMRTech): This is only available in Semester Two and doesn't run every year. Applications close 1 August 2015.

Late applications

We strongly advise you to apply as early as possible. Please be aware that late applications may be considered, however are unlikely to be processed in time.

Further information



The ClockTower: Student Information Centre

The ClockTower Student Information Centre

is an iconic heritage building, you can't miss it! This is the epicentre of administrative and academic services on the City Campus. Either go there in person or enquire via phone or email for assistance with:

- Tuition fees and getting financial advice
- The Student Services Online help lab
- New or replacement ID cards
- Admission and enrolment queries
- Disability services
- Exam queries
- Scholarships and financial support
- Getting advice about your academic records and graduation

The ClockTower, 22 Princes Street, Ground Floor Opening Hours: Monday to Friday 8am-6pm Phone: 0800 61 62 65 Email: <u>studentinfo@auckland.ac.nz</u>

Fees

Application fees

- Application fees will vary depending upon the nature of the application. They only apply to domestic applicants.
- Fees will be charged regardless of the outcome of your application.
- When you tick the declaration in the Application for Admission, you agree to payment of the application fee.

Scholarships

See if you're eligible and then apply

There are dozens of scholarships available to postgraduate students studying towards a masters degree or PhD. <u>See scholarships</u> <u>available</u>. Get advice from the Engineering Student Centre in person or via email: <u>scholarships@auckland.ac.nz</u>



Summary of programmes

Postgraduate certificates and diplomas

Postgraduate Certificate in Geothermal Technology (PGCertGeothermTech)

Postgraduate Certificate in Engineering (PGCertEng)

Postgraduate Certificate in Light Metals Reduction Technology (PGCertLMRTech)

Postgraduate Diploma in Operations Research (PGDipOR)

Masters degrees

Master of Disaster Management (MDisMgt)

Master of Energy (MEnergy)

Master of Engineering (ME)

Master of Engineering Management (MEMgt)

Master of Engineering Studies (MEngSt)

Master of Operations Research (MOR)

Doctoral degrees

Doctor of Philosophy (PhD)



The Robotics and Intelligent Systems Laboratory is located within the Department of Electrical and Computer Engineering. They along with colleagues in other disciplines at the University conduct psychological evaluation and clinical evaluation of robots in healthcare. They are developing mobile robot technology that aims to assist elderly people to be independent for longer.

Learning pathways

Transferring from PGCert to Masters

Students failing to meet the GPA entry criteria may be enrolled into the Postgraduate Certificate in Engineering (PGCertEng) programme and apply to transfer to a masters programme, if their grades satisfy the requirements of the individual programme.

Transferring from Masters to PhD

A student who has completed all the taught course work requirements for a masters degree of the University of Auckland at the equivalent of First Class or Second Class (Division One) Honours level and has made substantial progress towards completion of the masters research thesis may apply to transfer to PhD.

Course credit (reassign courses to a new programme)

If you intend on moving between programmes, you may be able to credit these courses towards your new programme.

- 1. Discuss your course selection with your postgraduate adviser before enrolment. This is strongly recommended as each course must meet the regulations of the new programme in order for it to be reassigned.
- 2. Apply to reassign your courses by completing an AS-34 form. Submit this to your programme adviser.



Programme requirements and enrolment

Programme requirements

In all cases, consult the requirements of your chosen programme in the University of Auckland Calendar.

How to enrol correctly

- You should only enrol in a course only once you have been offered a firm place in the programme.
- You can enrol in courses via **<u>Student Services Online</u>**.
- It's your responsibility to ensure that you enrol in courses before the deadline and that you're enrolled in the right courses for your programme.
- This includes (where appropriate) enrolling in the correct thesis before the enrolment deadline.

How to enrol as a PhD student

Both new and returning doctoral students should visit or contact the School of Graduate Studies to enrol.

Academic Integrity

Every student at the University must complete the compulsory, non-graded Academic Integrity Course. This course outlines the University's policies about academic integrity, plagiarism and the consequences of academic misconduct. <u>You can complete the Academic Integrity Course online</u> in your own time.

Course information

Whenever you are considering a new programme or new course(s), you must check the constantly updated and correct information in the University of Auckland Calendar. Please be aware that some courses may not be available every semester. You can check course availability via Student Services Online.

Got questions about a programme or course? Speak with a departmental postgraduate adviser.

Auckland Bioengineering Institute Chemical and Materials Engineering Civil and Environmental Engineering Electrical and Computer Engineering Engineering Science Mechanical Engineering Email: bioeng-postgrad-advisor@auckland.ac.nz Email: postgrad-chemmats@auckland.ac.nz Email: postgrad-cee@auckland.ac.nz Email: postgrad@ece.auckland.ac.nz Email: engsci-postgrad-advisor@aukland.ac.nz Email: mech-postgrad-advisor@auckland.ac.nz

Postgraduate certificates and diplomas

Postgraduate Certificate in Engineering (PGCertEng)

Description

This programme is designed to provide graduate engineers with advanced technical or management foundation skills and industrial perspectives. The Postgraduate Certificate in Engineering (PGCertEng) allows you to specialise in:

- Chemical and Materials Engineering
- Engineering Science

- Civil Engineering
- Computer Systems Engineering
- Electrical and Electronic Engineering
- Environmental Engineering
- Mechanical Engineering
- Software Engineering

Structure

The PGCertEng is a 60-point programme that can be studied over one semester full time, or up to two years part time.

Complete a total of 60 points from either:

1. Courses, excluding project courses, as listed in the Master of Engineering Studies schedule. You need to include at least 30 points from: Chemical and Materials Engineering, Civil Engineering, Computer Systems Engineering, Electrical and Electronic Engineering, Engineering Science, Environmental Engineering, Mechanical Engineering or Software Engineering.

OR

2. Courses, as listed in the Postgraduate Certificate in Engineering schedule, for the specialisation in Plastics.

Courses

Check the course schedule for PGCertEng.

Career opportunities

This programme targets graduate engineers, scientists and other qualified people who want to advance their careers in various industries. This intensive qualification provides industrial perspectives and opens up new professional opportunities by adding a swathe of new skills and knowledge to your CV. Alternately, the PGCertEng can be used as a stepping stone into the ME or MEngSt programmes and a career in research.

Minimum entry requirements

- BE, BE(Hons) or other appropriate bachelors degree; (or equivalent qualification).
- In some cases the Dean of Engineering may grant permission for students with considerable professional experience to enter the programme.

Entry requirements for international students

It is your responsibility to ensure that you apply, enrol and complete the programme correctly. **Check the University Calendar now**.

English language requirements

If your first language isn't English, then you will be required to provide evidence of your English proficiency for entry into the programme. <u>Check the minimum required IELTS and TOEFL score</u>.

Learning pathways

From PGCertEng to ME or MEngSt

You can apply for a transfer from the PGCertEng programme and join a masters programme: either the Master of Engineering or Master of Engineering Studies. Provided that you have passed 60 points of courses with a GPA of 5.0 or higher, and all other entry requirements are met.

Specialisations: Postgraduate Certificate in Engineering (Plastics)

The PGCertEng in Plastics offers a compelling mix of theoretical and practical learning that can be immediately applied to a working environment. It's a part-time qualification with four compulsory courses that are designed to provide advanced knowledge of plastics materials and processing. This certificate is primarily targeted to engineering and science graduates employed in organisations. The teaching portion of the four courses is delivered over one week to minimise time away from the workplace. Project work and reporting are completed over the remainder of the semester.

Fees

• Information about tuition fees

For information about scholarships available for this degree, check the <u>online database of scholarships</u>.

More information

For information about admission in to the programme, issues related to enrolment or any other general inquiry please email **foe-enquiries@auckland.ac.nz**.

Programme convenors

The programme convenors for this course will depend on your specialisation. View the complete list online.

Regulations

It is your responsibility to ensure that you enrol correctly. Please check the programme regulations in the **University Calendar**. Apply Now

<u>Postgraduate Certificate in Geothermal Energy Technology</u> (<u>PGCertGeothermTech)</u>

Description

The Postgraduate Certificate in Geothermal Energy takes place at the Geothermal Institute at the University of Auckland, where more than 1,450 students from 50 countries have studied in the past. This world-leading qualification can be studied over one semester full-time or up to two years part-time and includes two immersive field trips to the Taupo Volcanic Zone.

Structure

- A 60-point programme (one semester full- time or up to two semesters part- time) that covers all aspects of geothermal geoscience and engineering.
- Includes three courses and a project with a focus on geothermal science and technology, engineering and geoscience.
- The PGCertGeothermTech is not available by distance learning. The full time coursework is intensive and involves an average of four hours of lectures and two hours of tutorials each day, as well as weekend study.
- The certificate must be completed within one semester if you're enrolled full time; or a maximum of four semesters if you're enrolled part time. Further extensions will not be granted.

Courses

<u>Check the course schedule for PGCertGeothermTech</u>. Regulations can be found in the <u>University</u> <u>Calendar</u>.

Assessment

Coursework includes assignments, short tests, field reports and seminars.

Career opportunities

The PGCertGeothermTech will provide you with skills that are in demand across the globe. Experts from academia and industry will equip you with foundation knowledge in geothermal science and technology, engineering and geoscience. Graduates of this programme are involved in all aspects of the industry including prospecting sites for new geothermal plants; or working in operations management, energy consultancies, environmental agencies, government departments, and more.

Minimum entry requirements

- BE, BE(Hons), Bachelor of Science or equivalent qualification.
- Entry requirements for international students.
- Before applying for admission to the programme, you should refer to the <u>University Calendar</u> for more detailed requirements.
- It is your responsibility to ensure that you apply, enrol and complete the programme correctly. <u>Check the University Calendar now</u>.

English language requirements

If your first language isn't English, then you will be required to provide evidence of your English proficiency for entry into the programme. <u>Check</u> <u>the minimum required IELTS and TOEFL</u> <u>score</u>.

Learning pathways

Graduates of this programme have the opportunity to take their studies further via the Master of Energy programme also offered by the Faculty of Engineering.

Fees

- Information about tuition fees
- <u>New Zealand Development Scholarship</u>
 (NZDS)
- <u>New Zealand ASEAN Scholar Awards</u>

For more information on scholarships available for this degree, check the **<u>online database of</u> <u>scholarships</u>**.

More information

For information about admission to this programme, issues related to enrolment or any other general enquiry, please email <u>foe</u><u>enquiries@auckland.ac.nz</u>.

Programme convenor

Professor Mike John O'Sullivan Phone: +64 9 923 8393 Email: <u>m.osullivan@auckland.ac.nz</u>

Regulations

It is your responsibility to ensure that you enrol correctly. Please check the programme regulations: **University Calendar**.

Apply Now



<u>Postgraduate Certificate in Light Metals Reduction Technology</u> (<u>PGCertLMRTech</u>)

Description

An intensive three-week residential course held adjacent to a working smelter, along with extramural study carried out at home. This certificate is designed for students who are already working full-time in the industry; equipping them with the skills to run smelters. Restricted class sizes allow for intensive learning and interaction. The certificate involves significant time spent on-site at aluminium smelters and applying key theory to practice, with help from global experts in the field.

Structure

The PGCertLMRTech is a 60-point (one semester) programme. It's a combination of a two-week residential course delivered by academic lecturers and industry specialists, projects and extramural study.

Courses

The Postgraduate Certificate in Light Materials Reduction Technology is made up of four courses: Electrochemical Engineering, Aluminium Reduction Process Operations, The Light Metals Industry, Materials Performance and Selection for Light Metals Processing.

Assessment

Assessment consists of a mixture of extramural course work along with attendance of a three-week residential course at an aluminium smelter. Each course is graded according to the following approximate percentages:



PGCertLMRTech students In the Potroom, Trimet Germany.

• Pre-course assignment: 20%

• Test: 30%

• On-course assignments: 20%

• Post-course assignment: 30%

Career opportunities

This programme is targeted at experienced technical and operations staff who want to advance their knowledge about the smelting process. The knowledge that you can gain from this course will advance your career within the industry.

Minimum entry requirements

A relevant bachelors degree in Engineering or Science. In some circumstances, the Dean of Engineering may approve admission if you have an equivalent qualification or professional work experience.

Entry requirements for international students

It is your responsibility to ensure that you apply, enrol and complete the programme correctly. **Check the University Calendar now**.

English language requirements

If your first language isn't English, then you will be required to provide evidence of your English proficiency for entry into the programme. **Check the minimum required IELTS and TOEFL scores now**.

Learning pathways

This certificate can act as a springboard into the Master of Engineering Studies with a specialisation in Light Metals Reduction Technology (MEngStLMRTech). The 60 points achieved by completing the PGCertLMRTech can be cross-credited towards the 120-point Master of Engineering Studies, leaving only 60 points to be achieved to gain the masters degree.

Fees

- Information about tuition fees.
- For information on scholarships available for this degree, check the online database of scholarships.

More information

For information about admission to the programme, issues related to enrolment or any other general enquiry please email <u>foe-enquiries@auckland.ac.nz</u>.

Programme convenor

Dr Pretesh Patel Phone: +64 9 923 2137 Email: p.patel@auckland.ac.nz

Regulations

It is your responsibility to ensure that you enrol correctly. Please check the programme regulations: **University Calendar**. **Apply Now**

Postgraduate Diploma in Operations Research (PGDipOR)

Description

The PGDipOR is a 120-point interfaculty programme jointly coordinated by the Faculty of Engineering and the Faculty of Science. Operations Research (OR) is the application of mathematical and scientific methods to solve problems in the design and management of large or complex systems found in business, industry and government. Typically this involves utilising limited resources such as people, machines, money and time for the best outcomes.

Structure

The PGDipOR is a 120-point (two-semester) taught diploma that can be studied over one year full-time or up to four years part-time. In order to successfully complete the programme, you will need to complete 120 points in total from the following courses: At least 75 points from ENGSCI 760-763, 765, 766, 768, 769; or STATS 723, 724, 726, 783. Up to 45 points from 700-level courses that are approved by the Head of Department.

Courses

Check the course schedule for PGDipOR.

Career opportunities

Operations Research (OR) uses mathematics and computers to assist organisations to make better decisions. You could apply knowledge and skills from the programme to machine optimisation, resource scheduling, routing and rostering. The diploma gives you broad scope to work in many sectors, such as healthcare, transport, finance, energy, telecommunications, government, manufacturing, and more.

Minimum entry requirements

- 1. A bachelors degree with average grade of B or higher in at least 75 points at Stage III or above in approved subjects
- 2. Average grade of B- or higher in STATS 320 and ENGSCI 391 (or equivalent).
- 3. Candidates with relevant industry experience may also be considered.

Entry requirements for international students

It is your responsibility to ensure that you apply, enrol and complete the programme correctly.

Check the University Calendar now.

English language requirements

If your first language isn't English, then you will be required to provide evidence of your English proficiency for entry into the programme. **Check the minimum required IELTS and TOEFL scores now**.

Learning pathways

PGDipOR to MOR

This diploma can act as a springboard for entry into the Master of Operations Research (MOR) programme.

Specialisations

Specialist courses are available on many topics including: Optimisation under Uncertainty, Searching Techniques, Financial Statistics and Computational Algorithms, with applications in machine and resource scheduling, routing and rostering.

Fees

Information about tuition fees

• For information on scholarships available for this degree, check the **<u>online database of</u>** <u>scholarships</u>.

More information

Programme convenor <u>Dr Golbon Zakeri</u> Senior Lecturer, Engineering Science Phone: +64 9 923 4613 Email: <u>g.zakeri@auckland.ac.nz</u>

Regulations

It is your responsibility to ensure that you enrol correctly. Please check the programme regulations: **University Calendar**.

Apply Now



Masters programmes

Master of Disaster Management (MDisMgt)

Description

Managing and recovering from a disaster is a complex and demanding process that requires specialist skills and expertise. The Master of Disaster Management is a multidisciplinary degree that draws on expertise from other faculties and schools: Development Studies, Science, Population Health, Environmental Law and Architecture and Planning.

Available as either 180-point or 120-point programmes, this taught masters programme is designed to provide graduates with the right mix of technical, social and economic knowledge and holistic approaches to managing disasters and emergencies.

Structure

- A taught or course-based interdisciplinary masters programme that features three core courses worth 15
 points each (Disaster Risk Management; Disaster Management and Resilience; Project Management).
- **120-point programme:** Suitable if you have a four-year degree (or a three year degree plus significant relevant work experience). This degree can be completed in one year full-time or up to four years part-time.
- **180-point programme:** Suitable if you have a three year degree. This degree can be completed in 18 months full-time or up to 4 years part-time.

Courses

Students of both the 120 and 180-point programmes can choose from a variety of elective courses. Students of the 120-point degree could study two courses from below. Whereas students of the 180 point degree could study six courses from below, such as:

- Infrastructure Asset Management
- Sustainability Engineering
- Construction Logistics Engineering
- Natural Resources Law
- Resource Management Law
- Selected Issues in International Law
- Human Rights Litigation
- Global Environmental Governance
- Global Public Health

- Case Studies in Global Health
- Principles of Public Health
- Development Practice
- Contemporary Theories of International Development
- Early Theories of International Development
- Gender and Development
- Geohazards
- Along with other approved courses.

Assessment

Both the 120-point and 180-point programmes are assessed based on:

- DISMGT 704: Research Project (45 points)
- DISMGT 701: Disaster Risk Management (15 points)
- DISMGT 703: Disaster Management and Resilience (15 points)
- CIVIL 703: Project Management (15 points)

And one of either:

Option A: 30 points from The Degree of Master of Disaster Management schedule.

Option B: 90 points from The Degree of Master of Disaster Management schedule.

For complete information about assessment, visit the MDisMgt schedule on the University Calendar.

Career opportunities

With this specialist qualification, you may find yourself involved in government policy-making for disaster management, or working with public and corporate institutions for their disaster planning framework and risk management strategy. New Zealand's dynamic volcanic and earthquake profile means that a specialised Master in Disaster Management will open up abundant local job opportunities. Changes in global weather patterns mean that this qualification will be highly sought after in decades to come.

Minimum entry requirements

120-point programme: To be eligible you must have a bachelors degree in planning, law or engineering; or a bachelors degree with honours in engineering, arts, commerce, health science or law with a GPA of 5.0 or higher in 120 points above stage III.

180-point programme: To be eligible you must have a bachelors degree in arts, commerce, health sciences, science or equivalent with a minimum GPA of 5.0 or higher in 120 points above stage II.

Entry requirements for international students

It is your responsibility to ensure that you apply, enrol and complete the programme correctly.

Check the University Calendar now

English language requirements

If your first language isn't English, then you will be required to provide evidence of your English proficiency for entry into the programme. <u>Check the</u> <u>minimum required IELTS and TOEFL scores now</u>.

Learning pathways:

MDisMgt to PhD

A student who has completed all the taught course work requirements for a masters at First Class or Second Class (Division One) Honours level may apply to transfer to PhD.

Fees

Information about tuition fees

 For information about scholarships available for this degree, check the <u>online database</u> <u>of scholarships</u>.

More information

For information about admission in to the programme, issues related to enrolment or any other general inquiry please email **foe-enquiries@auckland.ac.nz**.

Programme convenor <u>Professor Suzanne Wilkinson</u> Professor, Civil and Environmental Engineering Phone: +64 9 923 8184 Email: <u>s.wilkinson@auckland.ac.nz</u>

Regulations

It is your responsibility to ensure that you enrol correctly. Please check the programme regulations: **University Calendar**.

Apply Now



Warped railway after an earthquake.

Master of Energy (MEnergy)

Description

The MEnergy is ideal for graduates of engineering, science or commerce who want to develop their technical, business or policy-related expertise in the energy industry. The MEnergy consists of a research project with an economic, environmental, regulatory and business scope.

Structure

- All students to complete two core courses that give an overview of business and technology.
- Choose between completing a 90-point research thesis or a smaller 45-point research project. In both cases the focus is on resolving an industry-relevant problem with technical, economic, environmental, regulatory or business implications.
 - **Research** <u>90-point thesis</u>: This option is designed for students with previous energy industry experience; and whom through their undergraduate education or work experience have clear research goals.
 - Taught <u>45-point research project</u>: This option allows students to focus on a particular type of energy or business specialisation such as wind, geothermal or project management by taking electives. The research project can be either a 15:30 point split (ENERGY 785) or a 30:15 point split (ENERGY 786) over two consecutive semesters.

Courses

Check the course list for MEnergy.

Assessment

Research masters

- A 90-point thesis
- 30 points from courses listed in the Research Masters option in the MEnergy schedule.

Taught masters

• 120-points from courses listed in the Taught Masters option in the MEnergy schedule.

Career opportunities

You should take this programme if you want to develop an interdisciplinary view of energy supply and usage. This is a burgeoning industry that will only grow in the coming decades with an abundance of critical roles being created around the world in the sustainable energy, environmental consulting and infrastructure sectors.

Minimum entry requirements

1. An honours degree in either Engineering, Science, or Commerce (or equivalent degree) with a GPA of 5.0 or higher in 120 points above stage III.

26 | 2015 Faculty of Engineering Postgraduate Handbook

2. A bachelors degree relevant to the study of energy and approved by the Dean of Engineering, along with three or more years of relevant industry experience.

Entry requirements for international students

It is your responsibility to ensure that you apply, enrol and complete the programme correctly. Check the University Calendar now.

English language requirements

If your first language isn't English, then you will be required to provide evidence of your English proficiency for entry into the programme. <u>Check the minimum required</u> <u>IELTS and TOEFL scores now</u>.

Learning pathways

MEnergy to PhD

If you have completed all the taught course work requirements for the MEnergy programme at First Class or Second Class (Division One) Honours level and have made substantial progress towards completion of the taught programme or research programme, you can apply for entrance in the PhD programme.

Specialisations

Students enrolled in the 45-point research project can choose from a number of elective courses and the project topic can be tailored to suit the student's goals and interests.

Fees

Information about tuition fees

- <u>New Zealand Development Scholarship</u>
- <u>New Zealand ASEAN Scholar Awards</u>
- For information on other scholarships available for this degree, check the <u>online</u> <u>database of scholarships</u>.

More information

For information about admission to the programme, issues related to enrolment or any other general enquiry please email **foe-enquiries@auckland.ac.nz.**

Programme convenor

Email: MEnergy@auckland.ac.nz

Regulations

It is your responsibility to ensure that you enrol correctly. Please check the programme regulations: <u>University Calendar</u>

Apply Now



Chemical testing of a geothermal pool.

Master of Engineering (ME)

Description

The Masters of Engineering allows you to work in world-class facilities and with leading academics and researchers in the specialisation of your choice. With the help of supportive and world-leading supervisors, you will undertake a mixture of theoretical and experimental research to solve real world problems at the very cutting edge of engineering advancement.

Structure

- **120-point programme (Option A):** Suitable if you have completed a relevant four year degree. This is a two-semester, research-based option that can be completed full-time in 12 months or part-time in up to three years.
- **180-point programme (Option B):** Suitable if you have completed a relevant three-year bachelors degree. This is a three-semester, research-based option that can be completed full-time in 18 months or part-time in up to three years.

Courses

Check the course list for ME

Assessment

1. **120-point programme (Option A):** Submit a thesis worth 120 points selected from one of the research areas listed, completed within a specified time frame.

2. 180-point programme (Option B):

- By the end of the first enrolled semester, you must achieve a GPA of 5.0 or higher in at least 30 points of taught courses to remain in the programme.
- You need to complete all taught courses by the end of the second enrolled semester.
- Submit a thesis worth 120-points, selected from one of the research areas listed, within the specified time-frame.

Find out about thesis due dates for Option A and Option B.

Career opportunities

The Master of Engineering is a world-leading qualification that makes students industry ready. Whether you plan to pursue a career in industry or research, this degree puts you at the forefront of research; and involves rigorous intellectual analysis, and mastery of your chosen specialisation. Gain skills in fundamental or applied research under supervision and become a change-maker.

Minimum entry requirements

1. **120-point programme (Option A):** To be eligible for this programme, you must have completed a BE or BE (Hons) degree (or equivalent); with a GPA of 5.0 or higher in courses above stage III (totalling 120 points or more).

180-point programme (Option B): To be eligible for this programme, you must have completed a relevant three year bachelors degree with a minimum GPA of 5.0 or higher in courses above stage II (totalling 120 points or more).

You are also expected to negotiate a research topic and gain approval for supervision. A thesis
proposal should contain a timeline and methodology for achieving your goals within the timeframe
allowed. <u>Complete and submit the FOE-PG01</u> form to the programme convenor. For more
information on the process, <u>check the step-by-step guide</u>.

Entry requirements for international students

It is your responsibility to ensure that you apply, enrol and complete the programme correctly. **Check the University Calendar now**.

English language requirements

If your first language isn't English, then you will be required to provide evidence of your English proficiency for entry into the programme. **Check the minimum required IELTS and TOEFL scores now**. All prospective ME students with a NZ permanent residency status, who have not completed a Bachelor of Engineering (Honours) at the University of Auckland, must demonstrate English language competency to the satisfaction of the Dean of Engineering.

Learning pathways

PGCertEng to ME

If you have completed courses towards a Postgraduate Certificate in Engineering (PGCertEng) that are available for a specialisation in the ME, then you can apply to transfer into the ME programme, provided that the Postgraduate Certificate in Engineering has not yet been awarded.

ME to PhD

If you complete the ME with a First Class or Second Class (Division One) Honours level and have made substantial progress towards completing your masters thesis, then you can apply to transfer into the PhD programme.

Specialisations

See the full course schedule in the University Calendar for more information.

- Information about tuition fees
- For information about scholarships available for this degree, check the <u>online database</u> <u>of scholarships</u>.



The mechatronics specialisation allows you to work with rehabilitation robotics and much more.

Option A – 120 Points	Option B – 180 Points
• Bioengineering	Chemical and Materials Engineering
Chemical and Materials Engineering	Civil Engineering
Civil Engineering	Computer Systems Engineering
Computer Systems Engineering	Electrical and Electronic Engineering
Electrical and Electronic Engineering	Engineering Science
Engineering Science	Environmental Engineering
Environmental Engineering	Mechanical Engineering
Mechanical Engineering	Software Engineering
Software Engineering	

More information

Programme Convenor

Associate Prof Piaras Kelly Associate Dean Postgraduate (Research) Phone: +64 9 923 7225 Email: <u>foe-postgrad-dean@auckland.ac.nz</u>

Regulations

It is your responsibility to ensure that you enrol correctly. Please check the programme regulations: **University Calendar**.

Apply Now



The Centre for Advanced Composite Materials located at Newmarket Campus.

Master of Engineering Management (MEMgt)

Description

This is a joint Masters programme offered by the Faculty of Engineering and the Auckland Business School. The Master of Engineering Management is a 120-point degree that provides technical professionals and engineering graduates with the business skills that they need to advance to the highest levels of management. This interdisciplinary degree brings together people from varied academic and professional backgrounds.

Structure

- A 120-point programme that can be studied over one year full-time or up to four years part-time.
- A major project (Project M: 45 points) conducted in association with a New Zealand company approved by the programme convenor.
- A minimum of two courses from both the engineering and business faculties (60 points in total).
- Another elective (15 points) can be studied from either the engineering or business faculties. The structure allows you to choose between an emphasis on engineering or management.

Courses

Check the course schedule for MEMgt.

Assessment

Project M

Project M is an Engineering Management Project worth 45 points. This is an evaluation of management practices and the development of new management strategies within a New Zealand host company, approved by the programme convenor. More information about <u>Project M including finding a host</u> <u>company, enrolment and assessment can</u> <u>be found on the website</u>.

Career opportunities

Typically, students come from a broad range of technical disciplines and vary in age and work experience. However they all share a commitment to enhancing their management skills and excelling in their future careers as managers all over the world. Many graduates find work in risk management, operations management and project management, while others have gone on to start new engineering firms.

Minimum entry requirements

For admission into the programme, you must have:

1. Completed a four year BE or BE (Hon) degree with a GPA of 5.0 or higher in courses totalling 120 points or more (above Stage III).

OR

 Completed an equivalent approved technical degree qualification with grades deemed satisfactory by the Dean of Engineering.

OR

- Completed an equivalent bachelors degree relevant to the programme and achieved grades deemed satisfactory by the Dean of Engineering; and have a minimum of three years of work experience.
- Written consent from a New Zealand company willing to host your project in Engineering Management.

Entry requirements for international students

Before applying for admission to the programme, you should refer to the **<u>University Calendar</u>** for more detailed requirements.

English language requirements

If your first language isn't English, then you will be required to provide evidence of your English proficiency for entry into the programme. Check the minimum required IELTS and

TOEFL scores now.

Fees

- Information about tuition fees
- For information about scholarships available for this degree, check the **online database** of scholarships.

More information

For information about admission into the programme, issues related to enrolment or any other general enquiry please email foe-enquiries@auckland.ac.nz.

Programme Convenor

Dr Mehdi Shahbazpour

Phone: +64 9 923 8141 Email: m.shahbazpour@auckland.ac.nz

Regulations

It is your responsibility to ensure that you enrol correctly. Please check the programme regulations in the University Calendar Apply Now



Dr Mehdi Shahbazpour (centre), Programme Convenor for Master of Engineering Management leads a group collaboration.

Master of Engineering Studies (MEngSt)

Description

The Master of Engineering Studies (MEngSt) is a taught programme, with 16 diverse specialisations that allow you to tailor your learning to your professional goals and interests. Some specialisations offer the option of a research portfolio while others are taught. This highly flexible programme will equip you with all of the essential business, ethical and applied technical knowledge that you will need to pursue a career in a broad variety of sectors or in academia.

Structure

- **120-point programme:** Can be studied full-time in one year, or up to four years part-time. This degree is suitable if you have completed a relevant four-year degree (or a three-year degree plus significant relevant work experience).
- **180-point programme:** Can be studied full-time in 18 months, or up to six years part-time. This degree is suitable if you have completed a relevant three-year degree.

The Master of Engineering Studies offers 16 specialisations, with either a research or taught focus. The taught option is course based, whereas the research option requires the completion of a 90-point research portfolio.

Courses

Some specialisations offer a flexible course structure, meaning that you can tailor your learning to suit your goals and interests, other specialisations are more structured. See the <u>complete course</u> requirements for each specialisation.

Assessment

Assessment requirements depend upon on the specialisation studied. <u>Please refer to programme</u> <u>advisers for more information</u>.

Career opportunities

The MEngSt provides engineering graduates with applied technical knowledge and an industrial perspective in the area of their specialisation. Graduates of the Master of Engineering Studies find themselves in a variety of roles with a regulatory, management or product development scope.

Minimum entry requirements

- 1. **120-point programme (Option A):** To be eligible for this programme, you must have a BE or BE (Hon) degree (or equivalent) with a GPA of 4.0 or higher in courses above stage III (totalling 120 points or more).
- 2. **180-point programme (Option B):** To be eligible for this programme, you must have a relevant three-year bachelors degree with a GPA of 5.0 or higher in courses totalling 60 points.

Entry requirements for international students

It is your responsibility to ensure that you apply, enrol and complete the programme correctly. **<u>Check</u>** <u>the University Calendar now</u>.

English language requirements

If your first language isn't English, then you will be required to provide evidence of your English proficiency for entry into the programme. <u>Check the minimum required IELTS and TOEFL scores now</u>.

Learning pathways

PGCertEng to MEngSt

As long as you have successfully completed all courses in your chosen specialisation, you can reassign these courses from the Postgraduate Certificate in Engineering (PGCertEng) to the Master of Engineering Studies (MEngSt), provided that the PGCertEng has not yet been awarded.

PGCertLMRTech to MEngSt

As long as you have successfully completed all of the courses in Light Metals Reduction Technology specialisation, you can reassign these courses towards the Master of Engineering Studies. However, only on the condition that the Postgraduate Certificate in Light Metals Reduction Technology (PGCertLMRTech) has not yet been awarded.

MEngSt to PhD

In order to qualify for the PhD programme, you must have completed all of the course work requirements for the MEngSt at First Class or Second Class (Division One) Honours level.

Option A – 120 Points	Option B – 180 Points
• Chemical and Materials Engineering (T)	• Civil Engineering (T)
• Civil Engineering (T)	• Computer Systems Engineering (T)
• Computer Systems Engineering (T)	Construction Management (T)
• Construction Management (T)	• Electrical and Electronic Engineering (T)
• Electrical and Electronic Engineering (T)	• Engineering Science (T)
• Engineering Science (T)	• Environmental Engineering (T)
• Environmental Engineering (T)	• Mechanical Engineering (T)
• Food Process Engineering (T, R)	• Software Engineering (T)
• Geotechnical Engineering (T)	• Transportation Engineering (T)
• Light Metals Reduction Technology (T)	• Yacht Engineering (T, R)
• Mechanical Engineering (T)	
• Medical Devices and Technologies (T, R)	
• Plastics (T)	
• Software Engineering (T)	
• Transportation Engineering (T)	
• Yacht Engineering (T)	

Specialisations

For a detailed list of taught (T) and research (R) prescribed courses for each specialisation, <u>view the</u> <u>MEngSt Schedule</u>.

Fees

- Information about tuition fees
- For information about scholarships available for this degree, check the <u>online database of</u> <u>scholarships</u>.

More information

For information about admission to the programme, issues related to enrolment or any other general enquiry please email **foe-enquiries@auckland.ac.nz**.

Programme Convenors

The programme convenors for this course will depend on your specialisation. View the complete list online.

Regulations

It is your responsibility to ensure that you enrol correctly. Please check the programme regulations in the **University Calendar**.

Apply Now



Master of Operations Research (MOR)

Description

Operations Research (OR) uses mathematics and computers to assist organisations to make better decisions. This could involve applying optimisation to practical rostering and scheduling problems. Network design simulations, dynamic programming and a lot more.

The MOR is a two-semester, research-based qualification that demonstrates mastery of specialised knowledge in the field of operations research. The MOR will give you the knowledge to perform rigorous intellectual analysis, independent problem solving, and to conduct fundamental or applied research under supervision. It's ideal for students with an undergraduate background in engineering, arts, commerce, or science who want to pursue a career in operations research.

Structure

- Full-time: one year.
- Part-time: Up to two years.

A 120-point research-based masters programme, assessed on the basis of a thesis. It's an interfaculty programme taught at the City campus.

Courses

The course list for MOR consists of only the research thesis.

Assessment

All students in this programme complete a research thesis worth 120 points: ENGGEN798A and ENGGEN798B Master of Operations Thesis.

Career opportunities

Operations research specialists help organisations to make better decisions through scientific methods and mathematical modelling. As such, graduates of this masters programme become vital for organisations and assist with their strategic decision making. The Master of Operations Research is an intensive research masters that leads to job opportunities in: banking, airline scheduling, telecommunications, government, healthcare and manufacturing engineering and countless other industries.

Minimum entry requirements

To be eligible for this programme, you must:

- 1. Have a bachelors (honours) degree in arts, commerce, engineering or science and have successfully completed the following prerequisite subjects:
- ENGSCI 760 and 761
- ENGSCI 460 along with either ENGSCI 450 or ENGSCI451.

Alternately, you can gain entry with the successful completion of a **<u>Postgraduate Diploma in</u> <u>Operations Research</u>**.

- You are also expected to negotiate a research topic and gain approval for supervision, and also undertake background reading in the area of your research, as a condition for entry into the programme. <u>Complete and submit the</u> <u>FOE-PG01</u> form to the programme convenor. For more information on the process, <u>check</u> <u>the step-by-step guide</u>.
- 3. International students can view entry requirements **here**.

English language requirements

All applicants whose first language is not English will be required to provide satisfactory evidence of their proficiency in English. The minimum required IELTS and TOEFL scores can be found on the **English language requirements** web page.

Learning pathways

MOR to PhD

A student who has completed all requirements for the Master of Operations Research and made substantial progress towards completion of the masters research thesis may apply to transfer to the PhD programme.

Fees

- Information about tuition fees
- For information about scholarships available for this degree, check the <u>online database of</u> <u>scholarships</u>.

More information

For information about admission to the programme, issues related to enrolment or any other general enquiry please email **foe-enquiries@auckland.ac.nz**.

Programme convenor

Dr Golbon Zakeri Senior Lecturer, Engineering Science Phone: +64 9 923 4613 Email: g.zakeri@auckland.ac.nz

Regulations

It is your responsibility to ensure that you enrol correctly. Please check the programme regulations in the **University Calendar**.

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Doctoral Programmes

Doctor of Philosophy (PhD)

Description

The Doctor of Philosophy (PhD) is a programme of advanced, independent and original research that typically takes 3 – 4 years to complete. It's carried out under qualified supervision. Students are directed and supported by an appointed supervisor while engaged in independent research. A PhD with the Faculty of Engineering is a journey of constant discovery and is a challenging and meaningful way to contribute to the vast body of academic knowledge.

The PhD programme is available in the following subject areas:

- Bioengineering
- Chemical and Materials Engineering
- Civil Engineering
- Computer Systems Engineering
- Electrical and Electronic Engineering
- Engineering Science
- Mechanical Engineering
- Mechatronics Engineering
- Operations Research

Assessment

The PhD thesis is a coherent piece of research work carried out over the period of registration, which must be an original contribution to intellectual knowledge of the field and meet recognised international standards. Full thesis requirements are available in the **PhD regulations**. There are plenty of research opportunities for you to participate in. View opportunities on the **FindaThesis database** or on the **engineering research webpage**. Alternately, if you have a new research topic that you really want to do, speak in the first instance to the **Engineering Student Centre**. They will find a way to accommodate your needs and put you in touch with a potential supervisor.

Career opportunities

With a PhD in Engineering, there's a world of opportunity that doesn't only involve academic research. You could be working at the cutting edge of R&D for countless industry employers. Often the most highly specialised and competitive roles are reserved for people with a PhD, as they are by nature exceptionally dedicated and bright people.

Minimum entry requirements

- BE(Hons) or ME with a minimum of Second Class Honours (Division One)
- An approved supervisor and research proposal.

Entry requirements for international students

Always **check admission regulations in the** <u>University Calendar</u> prior to making an application.

English language requirements

All PhD candidates are required to complete DELNA screening, and undertake any subsequent remedial action, as part of their provisional year. Further details can be found at **www.delna.auckland.ac.nz**

Learning pathways

For more information, see the learning pathways diagram.

Fees

You will need to re-enrol for each year of your PhD programme, this doesn't happen automatically. After this you will be charged accordingly for the next 12 months. If you're only studying for part of the year, then the fees will be reimbursed to you. To arrange payment of fees and find out more, use **Student Services Online**.

There is a broad range of scholarships for exceptional students wanting to undertake a PhD with the Faculty of Engineering. For information about scholarships available, check the **online database of scholarships**.

More information

For information about admission to the programme, issues related to enrolment or any

other general enquiry please email **foe-enquiries@auckland.ac.nz**.

Regulations

It is your responsibility to ensure that you enrol correctly. Please check the programme regulations: **University Calendar**.

Apply Now



The Auckland Bioengineering Institute (ABI) builds novel instrumentation and develops computational models of the human body to understand human physiology. The ABI is a large-scale research facility with over 100 graduate students. They lead robust international collaborations and have a student exchange programme with leading universities across the world, such as MIT and Oxford.Marco Tien-Yueh Schneider (pictured) is a current PhD Candidate in Bioengineering.

Part 3: Life at the University



Studying engineering at postgraduate level is both challenging and rewarding. Faculty support staff are available to students, for those times when you need assistance and support with studying, finding employment, accommodation and any other concerns that they have along the way.

The Engineering Student Centre

Your first port of call for postgraduate study advice should be the Engineering Student Centre. Located at Level 4, Faculty of Engineering Building, 20 Symonds Street, Auckland. Postgraduate advisers are also available via email at: <u>foe-postgrad-admin@auckland.ac.nz</u>.

Support for learning

The Student Learning Centre (Tā te konga):

The centre is immensely useful for postgraduate students, empowering them to complete coursework and research.

Postgraduate workshops: On academic reading and writing, communicating and presenting, IT skills, research skills etc.

Research Design and Data Analysis

workshop: Learn detailed research methods and principles of data collection and analysis that are crucial for your thesis or dissertation.

Doctoral Skills Programme: This equips doctoral candidates with a variety of workshops that help them complete their doctorate in a timely and professional manner. The programme can also help you to work out career goals.

Transition into Postgraduate Studies (TiPS): Essay and thesis writing support, computer skills, research design and data analysis.

One-to-one tutorials: A free service to help you develop effective academic, time management and self-management skills to help meet the demands of study.

Need help with something not mentioned here? Visit AskAuckland.

Support for LGBTI students

The Rainbow Network is a new initiative for 2015 in the Faculty of Engineering. The Rainbow Network is a way for students and staff in the faculty who identify as LGBTI (lesbian, gay, bisexual, transgender, intersex) to come together, support one another and build friendships.

Tessa Silifant & Catherine Dunphy Level 4, Room 402-403 20 Symonds St Auckland 1010

Phone: +64 9 923 2990 Email: t.sillifant@auckland.ac.nz and c.dunphy@auckland.ac.nz

Support for female students

Women students in the faculty are supported by a full-time Women in Engineering Adviser and a student-run network. Amanda Clinton is the Women in Engineering Adviser. She facilitates academic support, professional development, and networking events for female engineering students. She can also act as an advocate on your behalf, and offer support in personal matters. Speak with her for advice on succeeding in the faculty and your professional career. Amanda also works closely with the Women in Engineering Network (WEN). WEN is a studentrun organisation that holds social events and facilitates networking between women students, as well as holding events with industry.

Amanda Clinton Women in Engineering Adviser Room 402.414,

Engineering Student Centre **Phone:** +64 9 923 8606 or +64 27 807 9147 **Email:** <u>a.clinton@auckland.ac.nz</u>

Support for Māori and Pacific students

The **Tuākana Engineering Programme** is an academic and mentoring support programme for Māori and Pacific students in the Faculty of Engineering. For postgraduate students, you can get assistance with photocopying and accessing resources.

Email: tuakanaengineering@auckland.ac.nz

Health Services

The **<u>University Health Centre</u>** offers primary healthcare and counselling services to students.

Support for dispute resolution

The University is committed to maintaining an open, fair and respectful environment where all staff and students can pursue their individual and shared goals. In such a large institution, sometimes disputes do arise. For all personal, academic disputes and cases of harassment, you can get support for the resolution of the issue from the support services below.

Dispute/harassment support services

The University Proctor: is responsible for mediating disputes (both academic and personal) along with any disputes or allegations of bullying or harassment. However, you also have other avenues for resolving disputes and support during the process.

- The Engineering Tuākana mentor: tuakana.engineering@auckland.ac.nz
- The Postgraduate Students Association: pgsaadmin@pgsa.org.nz
- Auckland University Engineering Society: aues@auckland.ac.nz
- Auckland University Pacific Island Students' Association (AUPISA): pisa@auckland.ac.nz

AUSA advocacy - student support services

Auckland University Student Association (AUSA) can assist you with academic, financial and general assistance. They are student advocates who can offer you advice about a broad range of issues, including:

- Enrolment challenges: Such as transferring between programmes and courses.
- Academic challenges: Speak with them when you need compassionate consideration for exams or extensions for key assessments in your programme. You can also speak to them in instances of bullying or harassment.
- **Financial advice:** Get help with balancing your budget, emergency food and accommodation, work and income advice or advice on tenancy agreements.
- **Student advocacy:** Speak with them for support if you need to attend a disciplinary meeting or are facing disciplinary action of any kind.
- Students who are parents: AUSA offer breastfeeding facilities along with ParentSpace, a location on campus where you can bring the children and study. There are plenty of toys, books and a study area.

AUSA Student Advocacy

Old Choral Hall. Rooms G08, G09, G15. **Email:** senioradvocate@ausa.org.nz **Phone:** +64 9 309 0789 ext 87299

Academic, social and professional clubs

University needn't be a lonely time for you. There are plenty of opportunities to meet new people in sporting, social, political and recreational clubs. Below are clubs that are specific to engineering, along with broad interfaculty clubs for postgraduates. For a comprehensive list, **check AUSA's website**.

Engineering clubs

Auckland University Engineering Society (AUES)

The AUES is an independent engineering students' society. The society is professionally linked to the Institution of Professional Engineers New Zealand (IPENZ). It's great for networking, and building friendships both within and outside of University.

Open to: All undergraduate and postgraduate engineering students. **Fee:** \$30.00 per year. **Join:** AUES have a stall during Orientation in the engineering cafeteria. Cash only. Alternately, email **<u>aues@auckland.ac.nz</u>** to find out more.

Engineering Postgraduate Society (EPS)

The Engineering Postgraduate Society provides guidance, support and advocacy for postgraduate engineering students along with a monthly social event and academic events throughout the year.

Open to: All postgraduate engineering students. **Fee:** Free. **Join:** <u>via the website</u>, then stay in touch with their activities via <u>Facebook</u>. **Email:** <u>eps@auckland.ac.nz</u>

Auckland University Robotics Association (AURA)

AURA is a student-run club that passionately advocates all things robotics. The team competes in national and international robotics competitions, and also mentors high school robotics teams. With a strong community focus and PR presence, AURA aims to give participants a fun, stimulating environment to experiment with robotics.

Open to: Robotics enthusiasts from all faculties at the University of Auckland. **Fee:** \$20 per semester. Plus a \$28 fee for shirts so members can attend external events. **Join:** <u>Complete the online</u> form on the website. For more information, email <u>info@aura.org.nz</u>.

South Pacific Indigenous Engineering Students (SPIES)

SPIES is a social and support group for Māori and Pacific students in the Engineering faculty. As a SPIES member, you gain access to a dedicated study and recreational space in the Engineering faculty. SPIES also hold a yearly retreat for members. Visit the SPIES Study Room is on Level 5 of the Faculty of Engineering building (Room 403-518).

Open to: All Māori and Pacific students in the Faculty of Engineering. **Fee:** Free. **Join:** Contact the Kaiārahi <u>**Dennis Matene**</u> or email <u>**spies@auckland.ac.nz**</u>.

Engineering Revue

The **Engineering Revue** taps into oft unacknowledged acting abilities of engineering students. The student-led club puts on a theatrical show once a year. Students can join in for a laugh and participate in sketches, singing and dancing. The annual event is a comedic theatre piece and is eagerly awaited by the campus community.

Open to: All undergraduate and postgraduate engineering students. **Fee:** Free. **Join:** via **<u>Facebook</u>** or email: **<u>engrevue@gmail.com</u>**. You must register your interest in joining the annual theatre group each year by the end of the second week of first semester.

Women in Engineering Network (WEN)

The <u>Women in Engineering Network (WEN)</u> is a network that builds connections between women in engineering – both between female students and professional engineers. Through WEN you will gain access to social activities, professional development opportunities, academic support, mentoring and events that introduce students to women in industry.

Open to: All undergraduate and postgraduate female students in the Faculty of Engineering. **Fees:** Free. **Join:** Contact the Women in Engineering Adviser <u>Amanda Clinton</u> and request to join the group on <u>Facebook</u>.



The Women in Engineering Network.

Industry associations

Engineers Without Borders New Zealand (EWB)

Engineers Without Borders is a New Zealand-wide association of professional and student engineers who use their technical and industry expertise to improve the quality of people's lives in developing countries. This is a terrific club to join if you want to use your engineering capabilities in an inspiring humanitarian capacity. The Auckland Student Chapter works alongside community partners to host regular events, design challenges and an annual conference.

Open to: Industry members and student engineers across New Zealand. **Fee:** \$5 student annual membership. **Join:** <u>Visit the website</u> or email: <u>auckland.students@ewb.org.nz</u>

Institute of Electrical and Electronics Engineers (IEEE)

The IEEE is a global association of electrical engineers. The University of Auckland have a local chapter that welcomes students from a variety of disciplines. The Auckland Chapter of the IEEE hosts annual field trips, events and seminars that will help you to gain a broad understanding of the industry and enhance your professional skills.

Open to: Industry members across the world and all engineering, science and computer science students at the University of Auckland. **Fee:** New members pay USD \$13.50 for six month. **Join:** <u>via the website</u>. You can also follow them by liking the <u>Facebook</u> page for the Auckland chapter.

Institution of Professional Engineers New Zealand (IPENZ)

IPENZ is a New Zealand-wide professional body. Through IPENZ you can access a broad professional network of industry contacts and engage with them at special events and branch meetings. You also have access to the membersonly part of the IPENZ website.

Open to: Industry and student engineers, New Zealand-wide.

Fee: As a graduate or postgraduate engineering student, you may qualify to have your <u>student</u>. <u>membership rebated</u>.

Join: Complete the application on the website.

General Clubs

Auckland University Students' Association (AUSA)

The Auckland University Students' Association was formed in 1891. They are a great resource for student representation and advocacy. Run by students for students, they are an umbrella association for 120 other student clubs. AUSA produce the <u>Craccum</u> newspaper; own the USB bookshop; <u>95bFM radio</u> and <u>Shadows</u> <u>student bar</u>. All profits from these businesses go back to running AUSA.

Open to: All currently enrolled students. **Fee:** Free to join. You need to rejoin each year. **Join:** <u>via</u> <u>their website</u>.

Postgraduate Students' Association (PGSA)

The **PGSA** is a university-wide association for postgraduates. Through the PGSA you are able to gain access to the private postgraduate lounge behind the Strata café, get a 20% discount at Strata café and benefit from the advice, support and advocacy of the group. Plus there's a thriving calendar of social events all year.

Open to: All postgraduate students at the University of Auckland.

Fee: Free.

Join: <u>Via the website</u> or email <u>pgsaadmin@</u> <u>auckland.ac.nz</u>.



Yacht Engineering is available for postgraduate study at the University of Auckland.

Part 4: Changing your enrolment



All postgraduate programmes require you to complete the programme within the time limit specified in <u>the University</u> <u>Calendar</u>.

Programme enrolment

How do I go about changing my programme enrolment?

You should only do so after you've accepted a firm place in the programme you wish to transfer into.

How do I put my programme enrolment on hold?

You must formally apply for a suspension if you have exceeded the time limit. Check the University Calendar to find out more.

When are extensions granted?

- Delays relating to research (equipment failure, inaccessibility to labs, delays by industry)
- Illness
- Pregnancy
- Domestic circumstances
- Bereavement
- Delays obtaining ethics approval

Most of the time, extensions aren't granted. There needs to be exceptional circumstances for an extension to be granted. Tuition fees will still be charged and the extension may affect the award of honours in postgraduate programmes.

How do I apply for a PhD extension?

When you need more time to complete your PhD, complete a **DOC 6 Change to Doctoral <u>Candidate's Registration</u>. Any extension longer than six months will not normally be approved.**

How do I apply for an extension on a research-based programme?

Complete an AS-503 form and submit this to your supervisor.

How do I apply for an extension on a coursework-based programme?

Complete an AS-503 form and submit this at the Engineering Student Centre.

Suspensions

How do I suspend my PhD for a set period of time?

When you want to cease work on your PhD for a set period of time, complete a **DOC 6 Change to Doctoral Candidate's Registration**. With this form you are confirming that you won't be working on your thesis for the requested period.

How do I suspend my postgraduate programme (not PhD)?

When you want to cease work on your postgraduate programme for a set period of time, complete an **AS502** form.

Course enrolment

I can't enrol online, what should I do?

Go to the enrolment page, this will show you how to enrol in a course in situations where you can't complete it online. This could be because of a timetable clash or some enrolment requirements not being met. **More information**.

How do I withdraw from a course before the deadline?

Login into **<u>Student Services Online</u>** and update your record.

How do I withdraw from a course after the deadline?

Dropping a course after the deadline is considered a withdrawal. The course receives a W grade and counts as a fail for most Grade Point Average (GPA) calculation purposes. Fees for the course won't be reimbursed. If you wish to withdraw from a course, complete an <u>AS-70</u> <u>Course Alteration form</u> and submit this to the <u>Engineering Student Centre</u>.

What happens if I withdraw from or don't complete a course?

Each failed grade will be included in the total number of points studied towards a degree or diploma. **More information on withdrawal from courses**. However you should be mindful that: the minimum number of points (120 or 180 points) for a programme must not be exceeded by 40 points with a failed grade. This includes grades such as: Withdrawn, Did Not Complete or Did Not Sit.

Can I still enrol in a course after the deadline?

This is subject to approval by the course coordinator and Associate Dean (Postgraduate) and an administrative fee will be charged. Here is the form you need to complete and submit to the course coordinator: **AS-70 Course Alteration Form**.

How do I withdraw from a course due to special circumstances?

If you want to withdraw from a course due to

serious circumstances beyond your control, you can apply for a late deletion. If this is successful, the course won't appear on your transcript. Email **records@auckland.ac.nz** to find out more.



Part 5: Supervision and assessment



Looking for supervision for your research masters or PhD? There's a process in place to help you to find the right thesis or research topic.

Six steps to getting research supervision

Click on the steps in graphic below to find out more detail on the website.

1. Check if you're eligible			
2. Identify a research topic and a potential supervisor			
3. (Optional) Discuss your research idea with a supervisor			
4. Prepare a Statement of Research Intent			
5. Submit an Application for Admission (AfA)			
6. Enrol with the School of Graduate Studies			

Postgraduate submissions

Theses

The definition of thesis and dissertation varies greatly between universities. So for your benefit, here's our definitions:

Thesis: A 90-point or more submission for a masters or Doctoral programme.

Dissertation: A 30-80 point submission for diplomas, degrees and masters.

Research Portfolio: This is a 90-point or more submission that's generally workplace-oriented, with two to three papers around a similar subject and one research paper to tie them all together. A research portfolio is often (but not always) undertaken as a part of a workplace assessment or literature review.

Before beginning a thesis...

Refer to the **Guide to Theses and Dissertations**. This guide contains everything you need to know about the presentation and formatting of your thesis or dissertation, including referencing. If you want submit a digital thesis, then first you should read the **Guidelines for formatting a digital thesis**.

Before submitting a thesis...

Get guidance from your supervisor about the quality of your thesis and its readiness for submission.

Where should I submit my thesis?

• For a PhD thesis: The School of Graduate Studies.



Neonatal resuscitation model.

 For a Masters thesis: The Engineering Student Centre.

When should I submit my thesis?

- For a Masters thesis: Consult the <u>University Calendar for Masters thesis</u> <u>submission deadlines</u>.
- For a PhD thesis: Check the registration summary to find out the dates. Your thesis should be submitted no earlier than the minimum submission date and no later than the maximum submission date. It's your responsibility to ensure that your thesis is submitted on time.

How will my thesis be assessed?

It will be examined by two examiners who are not staff members of the University of Auckland. At least one of these will be from overseas. After the thesis has been examined, an oral exam will take place with one of the examiners in attendance as the oral examiner.

Who assesses my thesis?

 The Head of Department will appoint two examiners, approved by the Dean of Engineering. At least one examiner will be external to the University. Neither examiner will be your supervisor or a part of your supervisory group.

Exams

Where can I find my exam schedule?

You can access your exam timetable at <u>Student</u>. <u>Services Online</u>. Semester One exams are held in June. Semester two exams are held in October/November.

Where will my exam be held?

Exam room allocations can be found here.

We recommend that you familiarise yourself with the exam room in advance.

I want to apply for special consideration for impaired exam performance

Visit **here** for more detailed information.

What happens if I miss my exam?

Email the Examinations Office urgently: **<u>exams@</u> <u>auckland.ac.nz</u>**.

What happens if I'm late to my exam?

You won't be allowed to enter your exam any later than half way through the examination period. You will not be granted more time to complete the exam if you are late.

How do I check my exam results?

Login to <u>Student Services Online</u>. Semester one results are available in mid-July. Semester Two results are available before Christmas. Visit <u>here</u> for more detailed information. **Visit the <u>University</u>** <u>Calendar</u> for full exam regulations.

Projects

A project is a piece is an investigative written work on a topic that's approved by a relevant supervisor. It's a component of some postgraduate programmes. Projects consist of the following point scores in most specialisations: 15 points, 30 points, 45 points. For comprehensive advice on project requirements, speak with your programme convenor.

How do I enrol in a project?

Complete and submit this form if you intend on doing a project as a part of your ME or MEMgt programme: the **FOE-PG02** Masters Project Enrolment Form. After completion, submit the form to the Engineering Student Centre (Level 4).

When is the deadline for submitting my project?

Submit projects to the Engineering Student Centre no later than the final day of semester. If you're enrolled in a project over two semesters, then submit your report no later than the final day of the second semester of the project.



Hydraulic Engineering Lab: Looking downstream as a tsunami wave approaches a coastal structure.

Part 6: Employment, graduation and becoming alumni



During your study, the Faculty offers a wealth of opportunities for you to connect with prospective employers in New Zealand. After you graduate, we provide career guidance and support.

Can I plan my thesis submission in time for graduation?

- To graduate at the Autumn ceremony: You need to submit your thesis before the end of February.
- To graduate at the Spring ceremony: You need to submit your thesis before the end of July.
- To graduate in absentia: After submitting your thesis, attend one of the University's Council's meetings that are held throughout the year.

How do I apply to graduate?

Please <u>read the instructions on the main</u> <u>University of Auckland website</u> or have a look at the <u>detailed how-to guide</u>. Also, there is no recourse to accept late admissions to graduate after the final date.

Where can I get help with finding a job after I graduate?

Career Development and Employment

Services are at the located in the ClockTower. They can help you with finding a job and the practical skills and support to get the job you want. They are there for student support for up to three years after graduation. The sort of assistance you can get includes:

- Career expos, networking events and other job-related events
- Tips and help with CV and cover letter creation.
- Help with developing your skills portfolio.
- Online resources, a jobs board, internships and professional networking.

City Campus:

Room 126, Level 1, The ClockTower, 22 Princes Street, Auckland Central. Phone: +64 9 373 7599 Email: <u>careers@auckland.ac.nz</u>

Engineer Your Career

The Faculty of Engineering offers two-way avenues for graduate/intern recruitment and career opportunities between organisations and students. Every year we work with students and organisations with the aim of forging ongoing professional relationships between students and industry employers.

Recruitment events: We offer multiple recruitment events throughout the year that enable students to hear personally from industry partners. Afterwards there's a networking event allowing you to speak directly to potential employers - make sure you dress to impress!

Employment Display Screens: Our display screens showcase employment opportunities for students.

Engineer Your Career: This twice yearly publication is distributed among undergraduate and postgraduate students and provides industry insights, career tips and profiles of successful organisations.

Graduate Employment and Internships:

Speak with Employer Liaison Manager Kevin Healey about current opportunities with industry and other employers.

Kevin Healey Employer Liaison Manager Phone: +64 9 923 9521 Email: <u>k.healey@auckland.ac.nz</u> Level 4, Room 402-410 20 Symonds St, Auckland 1010



The Faculty of Engineering has fostered long-standing and trusting relationships with industry employers.

Alumni services and associations

Every graduate from the Faculty of Engineering automatically qualifies for membership of the **Auckland University Engineering Association (AUEA)**. Since its inception in 1957, this has been a popular and supportive network of alumni all over the world. You can **read more about the AUEA** and subscribe to the bi-annual Engineering Alumni news on the website by emailing **auea@auckland.ac.nz** along with the subject line 'Email subscribe'.

Also following your graduation, you can join a large number of professional bodies both in New Zealand and across the world. Here are two as a starting point:

The Institution of Engineering and

<u>Technology</u>: This is the Auckland arm for this international professional body of engineers and tech professionals.

Institute of Professional Engineers New

<u>Zealand (IPENZ)</u>: A multidisciplinary community of New Zealand engineers who network and provide career development assistance.



Part 7: Glossary and safety information



56 | 2015 Faculty of Engineering Postgraduate Handbook

Glossary of commonly used words

Admission: The process by which you apply and are approved for entry into the University and a particular programme, i.e. masters, certificate, degree.

Certificate: A qualification awarded after the successful completion of a 60 -120 point programme.

Class: A component of a course, i.e. a particular lecture stream.

Course: Most courses are taught and assessed over one semester and can consist of lectures and tutorials, lab workshops, assignments, tests and an examination. Each course has its own alphanumeric code by which it is identified, i.e. CIVIL 710 – Advanced Structural Dynamics.

Department: An academic unit within a Faculty. There are there are five departments in Engineering: Chemical and Materials Engineering; Civil and Environmental Engineering; Electrical and Computer Engineering; Engineering Science and Mechanical Engineering.

Doctor of Philosophy (PhD): This degree depends entirely on research, although you may be required to complete coursework in some cases.

Doctoral thesis: The doctoral thesis doesn't have a specific point value. However doctoral candidates do enrol in the equivalent of 120 points per year for the duration of the programme.

Enrolment: After gaining admission to the University, you then 'enrol' in courses and classes.

Full-time student: Has a workload of 100 points or more per year; Or 50 points or more per semester.

Part-time student: Has a workload of fewer than 100 points per year; or fewer than 50 points per semester.

Programme: The degree, diploma or certificate that you are studying, i.e. Master of Engineering (ME).

Projects: The Master of Engineering Studies (MEngSt), Master of Energy (MEnergy); Master of Engineering Management (MEMgt) all involve project assessments. These may be assessed via written reports; or seminars; or a 90 point thesis based on individual research.

Research groups: The faculty has a number of research groups that are inter-departmental and sometimes interfaculty. This reflects the complex and dynamic nature of engineering research.

Specialisation: This is used to describe your specific area of study within an academic programme. For example an ME can be taken in transport engineering or bioengineering along with many other areas of study. These are specialisations.

Supervisors: Each research student is supervised by a staff member whom is their main supervisor. PhD students also have a co-supervisor. The supervisor's function is to be available to offer advice to students. PhD students are required to make annual oral submissions to their advisory committee.

Taught /coursework-based masters degrees:

Master of Energy (MEnergy); Master of Engineering Management (MEMgt); Master of Engineering Studies (MEngSt), and all Postgraduate Certificates (PGCert). Study includes lectures and these courses are normally assessed via examinations.

The Auckland Bioengineering Institute (ABI):

A large-scale research institute closely associated with the Faculty of Engineering. The Institute offers ME and PhD postgraduate programmes that are administered by the Faculty.

The points system: Courses are measured in points. Each postgraduate course is typically worth 15 points. Most programmes consist of

Health and Safety

Please read the following health and safety information carefully. The information is intended for all staff and students working within the Faculty of Engineering.

This information is not intended to be a complete guide on safety matters but is meant to detail safety themes and practices that should be adopted to ensure the health and safety of all staff, students and visitors in the Faculty of Engineering.

It clearly outlines your responsibilities regarding health and safety, provides useful hints and tips to help you work safely and details some of the more common procedures used to manage health and safety in the faculty.

The University of Auckland and Faculty of Engineering policies and guidelines with regard to health and safety are available through the Faculty of Engineering website at www. engineering.auckland.ac.nz/safety

Alternatively, the University of Auckland and Faculty of Engineering Policies and Guidelines on Safety may also be viewed by contacting the Director of Faculty Operations (Ext 89261) or any Departmental Manager within the faculty.

Responsibility and accountability

• The Vice-Chancellor has overall responsibility for health and safety at the University of Auckland.

courses and/or research projects and have a total of either 60, 120 or 180 points.

Thesis / Research-based masters degrees: Master of Engineering (ME); Master of Operations Research (MOR).

Looking for a definition that's not above? Visit the extensive **glossary in the University calendar**.

- The Dean of Engineering is responsible for health and safety in the Faculty of Engineering.
- The Head of Department is responsible for health and safety in each Department.
- You are responsible for your own health and safety, and the health and safety of those around you.

The Faculty of Engineering has a Safety Committee. The chair of the committee reports to the Dean of Engineering on matters of policy, and the committee also discusses matters of safety that arise within the faculty.

The staff within each department elect representatives on the committee. Representatives are listed on the website. You can contact your Departmental Office, or the Engineering Student Centre to obtain an up-to-date list of representatives on the committee.

Each Department operates an Injury/Illness Prevention Programme (IIPP) – a University wide initiative to manage health and safety risks. The IIPP folder contains a complete list of hazards within the department, and is reviewed at least annually. Statistics generated by this programme are used to detect trends across the University, and may be useful in reducing the number of accidents or incidents within the faculty.

Health and safety in the Faculty of Engineering

Facts

All policies and guidelines for health and safety are based on the following facts. By acknowledging these facts, you will be more aware of your surroundings, and you will be less likely to be injured as you work within the Faculty of Engineering: You are responsible for your own health and safety. You are responsible for the health and safety of those around you. You are responsible for the security and the safe use of equipment and facilities that you have been authorised to use.

Rules

In order to manage risks, we need to limit access to equipment, labs and workshops. Prior to authorising you to use equipment, labs or workshops, the person responsible will provide information about possible hazards and associated controls you may encounter when using equipment, labs or workshops.

Note: Having swipe card or key access does NOT mean you are authorised to access a facility. To be authorised, you MUST have hazards and control measures explained by the person responsible.

- You must not enter a laboratory, workshop or storeroom unless you have been specifically authorised, or you are in the presence of an authorised person. In either case, you should seek advice about any hazards you may encounter.
- You should not attempt to operate equipment or apparatus unless you are specifically authorised to use that equipment, and you have been advised of any hazards you may encounter.
- Do not attempt to modify or repair any equipment or apparatus unless you have been authorised to do so. Any repairs or modifications must comply with the University of Auckland policy for equipment modification and repair, and any relevant legislation.

- Keep your work area clean and tidy. When you have finished for the day, make sure all tools and equipment are returned to their proper storage, and equipment is shut down.
- If you create a hazard, you must also control it. It is important to involve your supervisor and the person responsible for the area where the hazard is located.
- Where access to a facility is restricted, such as by swipe card or lock, you are NOT authorised to allow entry to people who do not have access to that facility. This means that you are NOT allowed to unlock the facility for someone else. See the responsible person for advice.
- Consumption of food and drink in teaching areas and laboratories is prohibited.
- Suitable clothing and enclosed footwear must be worn in laboratories and workshops. Staff will not allow access for those people who do not have suitable clothing and footwear. As this may affect the completion of papers, it is your responsibility to ensure that you meet any requirements.
- The University of Auckland is smoke free, with smoking banned on all campuses, outdoor spaces and buildings.

Before starting work:

Before starting work in any area you should ask (and answer) the following questions:

- How do I get out in the event of an evacuation?
- Where are the nearest telephone / first aid box / fire alarm?
- Where are the isolation controls for the equipment I am going to use?
- What protective or safety equipment do I need to work safely?
- What if something goes wrong? Do I know what to do?

- Who is responsible for the area I am going to be working in?
- What other work is being performed nearby? Will it interfere with my work?

What should I do if I suspect that something is unsafe?

- If it looks unsafe it is likely to be unsafe.
- Make sure that you are safe.
- **Rule 1:** You are responsible for your own health and safety
- Make it known that you think something is unsafe
- **Rule 2:** You are responsible for the health and safety of those around you
- If you can safely do so, eliminate / isolate / minimise the hazard. (e.g., switching off the power supply or fuel, cleaning up a spill, moving people out of the area)
- **Rule 3:** You are responsible for the security and the safe use of equipment and facilities that you have been authorised to use
- Advise your supervisor or the person responsible for the area where the hazard is located. They are required to take all practicable steps to ensure the hazard is eliminated, isolated or minimized. They can also undertake or arrange for formal hazard identification and risk assessments to be undertaken
- Rule 4: If you are not satisfied with the outcome, contact a representative on the Safety Committee for your Department, or the Head of Department
- **Rule 5:** If you are not satisfied with the response from the Department, then contact the Chair of the Faculty of Engineering Safety Committee, the Director of Faculty Operations or the Dean
- **Rule 6:** If you are still not satisfied, then you should contact the University of Auckland

Health and Safety Adviser, who is part of the Human Resources Registry.

What should I do if an accident / incident almost happened?

- A near-miss incident is something that, under slightly different circumstances, could have caused an accident
- Near-miss incidents need to be reported as though an accident occurred, using the accident / incident reporting form. Make sure that it is marked "near-miss incident"
- Near-miss incidents are the best kind of incident to report, as no one has been injured (yet), and it may give us the chance to fix the problem before anyone gets hurt

Hazard control best practice:

The following list details the three options for controlling hazards.

- Eliminate the hazard: Eliminating the hazard means the hazard no longer exists. Control procedures may need to be developed to ensure the hazard does not return.
- Isolate the hazard: isolated hazards are still hazards, but you are a lot safer because you cannot come into contact with the hazard. Control procedures must be developed to ensure that the hazard remains isolated
- **Minimise the hazard:** An identified hazard that cannot be eliminated or isolated must be minimised. Reduce the level of harm that can be caused by the hazard. Reduce the probability that harm will be caused by the hazard

Note: Ignoring the hazard is NOT AN OPTION, and may be treated as a disciplinary matter by the University. Please report instances to representatives on the Faculty of Engineering Safety Committee or to your Head of Department for corrective action.

Download the Health and Safety Manual

This will show you the following information:

- Personal safety and emergency contacts
- Reporting accidents, incidents or injuries
- First aid officers
- Registered electrical licence holders
- Evacuation wardens register
- Faculty Safety Committee
- Faculty Safety Committee minutes
- The University of Auckland policies.

To obtain further information on any of the above policies, you should contact the Engineering Student Centre located on Level 4 (Ground Level) 20 Symonds Street, Auckland.

Students and staff are expected to read and understand the University's policy on personal safety and emergency contacts. <u>View this under Personal Safety in the 'Current students' sub-section</u>.

Name	Ext	Department	Email
Nic Smith (Chair)	88195	Dean of Engineering	np.smith@auckland.ac.nz
Liezl Foxcroft (Deputy Chair)	86229	Facilities and Services Manager / First Aid	l.foxcroft@auckland.ac.nz
Sarah Wright (Secretary)	82741	Faculty Staff	<u>sarah.wright@auckland.ac.nz</u>
Hayley Schnell	89261	Director of Faculty Operations	h.schnell@auckland.ac.nz
Rob Powell	87002	Health & Wellness Manager/Human Resources	r.powell@auckland.ac.nz
Steve Warrington	88714	Workshop Manager, Faculty of Science	s.warrington@auckland.ac.nz
Stephen Olding	85808	Bioengineering	bioeng-enquiries@auckland.ac.nz
Peter Buchanan	85810	Chemical & Materials	chemmat-enquiries@auckland.ac.nz
Rick Henry	89280	Civil & Environmental	cee-enquiries@auckland.ac.nz
Wai Yeung	88172	Electrical & Computer	ece-info@auckland.ac.nz
Sadiq Zarrouk	85542	Engineering Science	info-engsci@auckland.ac.nz
Simon Bickerton	82163	Mechanical	mech-enquiries@auckland.ac.nz

Key Engineering Staff for Safety



Contact

Faculty of Engineering Engineering Student Centre Level 4 20 Symonds Street Auckland, New Zealand

Phone: +64 9 923 6726 Phone: 0800 61 62 63 Fax: +64 9 373 7428 Email: foe-postgrad-admin@auckland.ac.nz www.engineering.auckland.ac.nz

Postal Address: Faculty of Engineering University of Auckland Private Bag 92019 Auckland 1142 New Zealand

www.engineering.auckland.ac.nz