



2 July 2019

Kelly Roe

To: email@kelly.roe.org

Dear Kelly,

Philo800: Philosophy MPhil Thesis - Receipt of Thesis and Payment of outstanding fees

1. The University acknowledges the receipt of your thesis under the PHILO800: Philosophy MPhil Thesis on 1 July 2019.
2. We note however, that your fees remain unpaid.
3. The University has rendered the appropriate invoice to you. You are correctly enrolled in 20 points (0.1667 EFTS) from 1 May 2019 to 30 June 2019. The University is aware that StudyLink have a different definition of full-time, for Loans/Allowances purposes and Professor Weaver and Nadine Hayes have specifically communicated to you on this point and provided instructions to you as to the steps you need to take directly with StudyLink to attend to this issue.
4. To reiterate previous advice to you, given that you will be completing your thesis with this enrolment there is an exemption available from StudyLink. This is called Limited Full-time Status as a completing student. You can download the application from the StudyLink website.
5. The University will not be rendering an invoice showing an EFTS value of 0.225. The next step is for you to engage with StudyLink regarding the Limited Full-time Status exemption. Once you have submitted the application for exemption form to StudyLink, we understand that once StudyLink approves the application it will consider you as a full-time student from 1 May 2019 to 30 June 2019, pay your fees, and any other assistance you may have applied for.
6. As noted in prior correspondence from Professor Kay Weaver, payment of your outstanding fees is required prior to your thesis being submitted for examination. The Examination Process for Students sets out the process for Softbound Submission. This requires that the Candidate must be currently enrolled and have paid the fees for the period of enrolment, for the School of Graduate Research to accept the submission.
7. Despite the above, in the interests of progressing this matter, the University has decided to forward your thesis to the Examiner. However, you remain liable for the payment of your outstanding fees as soon as possible.
8. From the 1st July and during your examination period we will keep you fully enrolled under zero fees until the day that you submit your Hardbound thesis if the examiners recommend that the thesis be accepted. Please carefully read the **attached** information sheet, which outlines the examination process from this point.

9. The University looks forward to receiving notice that your fees have been paid.

Yours sincerely

A handwritten signature in blue ink, reading "Shelley Slade-Gully". The signature is written in a cursive style with a large, stylized 'S' at the beginning.

Shelley Slade-Gully
Acting in-house counsel
University of Waikato