

Application for Extension of Research Program

1. Personal Details

Please download this form and save it to complete it.

Family name:	<input type="text"/>	University ID:	<input type="text" value="U"/>
Given names:	<input type="text"/>	ANU College:	<input type="text"/>
Student Type:	Domestic <input type="checkbox"/> International <input type="checkbox"/> DFAT Sponsored <input type="checkbox"/>	Academic Program Code (e.g. 9640):	<input type="text"/>
Current Program:	PhD <input type="checkbox"/> Professional Doctorate <input type="checkbox"/> Master of Philosophy <input type="checkbox"/>	Current Program End Date:	<input type="text"/>

2. Information about this application

- This application is to be submitted to your College or School administration office and no earlier than 3 months before and no later than the maximum program end date.
- Applicants should discuss progress with the chair of their supervisory panel before submitting this application.
- Applicants should read the relevant sections of the *Research Award Rules* (available at about.anu.edu.au/governance-structure/legislation/rules) before submitting this application.
- Applicants must have satisfactorily completed all progress milestones such as the *Research Progress Reports* and the *Mid-Term Review* (if applicable) before submitting this application. If you have not satisfactorily completed all reports before submitting this application your request may not be approved;
- The maximum periods which may be sought in the first instance are 6 months full-time or 12 months part-time for PhD/Professional Doctorate applicants, and 3 months full-time or 6 months part-time for MPhil applicants;
- Successful international applicants who wish to remain in Australia will be required to pay (reduced) tuition fees \$3,000 for non-lab based research or \$4,000 for lab based research. This fee is charged at a flat rate for 6 months of extension of program.
- If you are seeking to extend your scholarship, you must submit an *Application for Extension of Research Scholarship* available at students.anu.edu.au/manage/forms/.

3. Extension Request

I wish to apply for a program extension of months. From to
DD/MM/YYYY DD/MM/YYYY

Do you wish to be full or part-time during this period? NOTE: Part-time students are expected to devote 20 hours per week to their research

Full-Time Part-Time

If you are an international student, will you be residing outside Australia during the extension period? Yes No

Reason - please provide details of request and explain the academic/unusual personal circumstances beyond your control that make the extension necessary:

Progress - Please provide a brief report on the process of your thesis, and attach a table of contents indicating how many draft chapters have been written and how many remain to be drafted, with planned dates for completion of chapters and submission of the thesis:

5. Applicant Declaration

I certify that the information supplied by me on this form is complete and true. I understand that I must devote at least 20 hours (part-time)/40 hours (full-time) per week to my research program. I have read the relevant sections of the *Research Award Rules*. I have discussed my progress with the chair of my supervisory panel before submitting this application.

Student's signature Date
DD/MM/YYYY

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OFFICE USE ONLY

Statement by Chair of Supervisory Panel

(If necessary, please refer to the *Code of Practice for Supervision in Higher Degrees by Research*, available at: policies.anu.edu.au/ppf/document/ANUP_000724)

Have *Research Progress Reports* been completed satisfactorily for each year? Yes No

Have *Mid Term Reviews* been completed satisfactorily (if applicable)? Yes No

Please comment on the case made by the candidate, and provide a report on progress, which includes how many draft chapters have been written, how many remain to be drafted and an estimate of the time you believe will be required to prepare the thesis for submission:

International On-Shore Students Only:

International HDR students on extension of program who remain in Australia are required to pay (reduced) tuition fees - \$3,000 for non-lab based research or \$4,000 for lab based research. The student is charged a flat rate fee for 6 months.

- Our School/Centre will fully sponsor the student's tuition fees Yes No
- Our School/Centre will fully sponsor the student's OSHC Yes No

If you have selected yes to either of the above a *Notification of Internal Sponsorship* form must be completed and submitted to sponsorships@anu.edu.au.

Chair of Supervisory Panel

(*Tick One*) Endorsed Not Endorsed

Name (print)

Signature

DD/MM/YYYY

Head of Department

(*Tick One*) Endorsed Not Endorsed

Name (print)

Signature

DD/MM/YYYY

Delegated Authority

(*Tick One*) Endorsed Not Endorsed

Name (print)

Signature

DD/MM/YYYY

Academic Standards and Quality Office or Sponsored Students

(*Tick One*) Endorsed Not Endorsed

Name (print)

Signature

DD/MM/YYYY

HDR Candidature Team

Name (print):

Signature

DD/MM/YYYY