

Application for Intermission (For Higher Degree by Research only)

Instructions: Please complete the form, seek approval from your supervisor and submit to the Research Student's Office via email to postgrad.research@canberra.edu.au

General Information: Intermission is the suspension of studies for one complete semester or longer after the completion of your first semester of enrolment in a course.

International Students are asked to contact the International Student Advisor at the Student Centre to arrange compliance with their visa conditions. Intermission should be applied for in advance (where possible) and is subject to approval by the Associate Dean Research/Director of your Faculty/Research Centre.

Scholarship holders: should contact their Scholarship administrator, regarding the terms and conditions of their scholarship contract, and possible implications.

The University of Canberra will provide you with written advice on the outcome of your application for intermission.

Personal Details

| | | |
|---|---|---|
| Student ID No | Surname | Given Name(s) |
| <input style="width: 100%;" type="text"/> | <input style="width: 100%;" type="text"/> | <input style="width: 100%;" type="text"/> |
| Course Code | Course Name | Email |
| <input style="width: 100%;" type="text"/> | <input style="width: 100%;" type="text"/> | <input style="width: 100%;" type="text"/> |
| Signature | Date | Contact Telephone Number |
| <input style="width: 100%;" type="text"/> | <input style="width: 100%;" type="text"/> | <input style="width: 100%;" type="text"/> |

If your **address** has changed please update your details on MyUC before submitting this application and notify the University of Canberra in writing of any changes during your period of Intermission.

Period of Intermission Required

Please specify the year and semester for which you are applying for leave for:

| | | |
|--------------------------|--|--|
| <input type="checkbox"/> | First Semester of Year (1 January – 30 June) | <input style="width: 95%;" type="text"/> |
| <input type="checkbox"/> | Second Semester of Year (1 July – 31 December) | <input style="width: 95%;" type="text"/> |

Scholarship Details

Are you a recipient of a Scholarship?

No

Yes ▶ Please specify which scholarship you have been awarded:

Past Intermission (if applicable)

Within the maximum duration of candidature for an HDR degree, a candidate may take intermission from the course on medical or personal grounds for a cumulative period of up to twelve months. Intermission will normally be granted for one six month period at a time. – Part 6. Enrolment and Changes to Candidature Policy

Have you previously taken leave during your current degree?

No Yes ► Please give details regarding your previous intermission:

Reason for Intermission

Please tick the appropriate box and then outline the reason/s below:

- Dissatisfaction with Course Financial Health
 Employment Opportunity Personal Other
 Employment Problems

Reason for applying for Intermission:

Please note: your MyUC network access will cease when your Intermission is processed.

Options if Intermission is Unsuccessful

If your Intermission is unsuccessful please select one of the following study options:

- Continue** with my studies, or
 Discontinue from my course today, and I will reapply for admission in the future.

Chair of Supervisor Panel Recommendation

- Intermission Approved
 Intermission not Approved

Print Name

Signature

Date

Extension

Associate Dean Research/Director of Research Centre Recommendation

- Intermission Approved
 Intermission not Approved

Print Name

Signature

Date

Extension