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| **PLEASE NOTE** | | * ***This form must be typed. Handwritten forms will not be accepted.*** * ***Double clicking on the check boxes enables you to change them from not-checked to checked.*** * ***Changes to your enrolment may have an effect on student loans and allowances. If you have a student loan living costs please contact StudyLink to check your on-going eligibility.*** * ***Changes of mode of study (e.g. full-time to part-time) should normally occur at the end of your current enrolment period.*** * ***Deferment is normally granted for a maximum of 1 year prior to commencement of the programme*** * ***Leave of Absence is normally granted for a maximum of 1 year throughout the programme*** * ***If changing Faculties this form should be signed by the new Faculty and a PGR7 - Change of Supervisor form completed*** * ***If applying for an extension please attach an updated timeline for completion and complete a progress report (if not completed within the last 3 months)*** * ***If applying for an extension, students are required to pay an enrolment fee on a prorata basis for the extension*** * ***Where applicable, international students are responsible for ensuring they have sufficient time to apply for an extension to their visa*** | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | |
| **Student ID** | | | |  | | | | | | **Name** | | | |  | | | |
| **Faculty** | | | | Choose a Faculty | | | | | | **School/Dept** | | | |  | | | |
| **Programme** | | | |  | | | | | |  | | | | | | | |
| **Commencement**  **Date** | | | |  | | | | | | **Current Submission Date** | | | |  | | | |
| **Research Title** | | | |  | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | |
| proposed change to record (check all that apply) | | | | | | | | | | | | | | | | | |
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|  | **Defer Programme**  **Commencement** | | | | | | Expected  Start Date |  | | |  | |  | | | | | |
|  | **Leave of Absence** | | | | | | From |  | | | To | |  | |  | | | |
|  | **Extension** | | | | | | New Submission Date |  | | |  | |  | |  | | | |
|  | **Withdrawal** | | | | | | Effective  Date |  | | |  | |  | | | | | |
|  | **Mode of Study**  **(Full-time/Part-time)** | | | | | | From |  | | | To | |  | | Effective  Date |  |
|  | **(*does not apply to doctoral students*)** | | | | | |  |  | | |  | |  | |  |  |
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| COMPLETE THIS SECTION IF YOU WILL BE BASED OFF-CAMPUS DURING YOUR STUDIES: | | | | | | | | | | | | | | | | | |
| If your circumstances have changed and you need to be off-campus, either permanently or temporarily, please complete the following: | | | | | | | | | | | | | | | | | |
| **I intend to study off-campus:** | | | | | | **Temporarily** | | | **Permanently** | | | | | | | | |
| **Dates will be off campus:** | | | | | **From** |  | | | | | **To** |  | | | | | |
| **Where will you be based:** | | | | | **City:** |  | | | | | **Country:** |  | | | | | |
| Note:   * Contact your Faculty Postgraduate Coordinator with information relating to an additional supervisor located at the external location, and an off-campus plan (schedule of meetings, access to equipment, fees requirements, Intellectual property requirements, support and expectations/goals). * Due to the COVID-19 pandemic s*tudent international travel for university purposes (such as data collection or writing) remains restricted until further notice. Any overseas travel will require pre-authorisation. PhD students who choose to return to their primary place of permanent residence (‘home country’) for study purposes must meet certain requirements for pre-authorisation by completing a PGR31 form – ‘Covid-19 International PhD Student Return Home’ form in lieu of this section of the PGR6 form.* | | | | | | | | | | | | | | | | | |
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| reason for change | | | | | |
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| Timeline to Completion | | | | | |
| ***Note: For leave of absence and extension requests please provide a timeline to completion.*** | | | | | |
|  | | | | | |
| school and faculty approvals | | | | | | |
|  | | | | | | |
| **Primary Supervisor** |  | **Signature** |  | **Date** |  | |
| **Mentor of Primary Supervisor** |  | **Signature** |  | **Date** |  | |
| **Student** |  | **Signature** |  | **Date** |  | |
| **Associate Dean** |  | **Signature** |  | **Faculty**  **Approval Date** |  | |
| **Dean GRS** |  | **Signature** |  | **Date** |  | |