



Application for Variation of Research Higher Degree Candidature

- This form is to be used for application to VARY THE APPROVED TERMS of research higher degree candidature
- Scholarship holders intending to vary their enrolment should be aware that this may impact scholarship eligibility and/or payment. The Scholarship Office will be notified of all variations of candidature

Student Details	
Student No	<input type="text"/>
Family Name	<input type="text"/>
Given Name/s	<input type="text"/>
Course Title	<input type="text"/>

Variation Request											
Please select required variation and complete the additional information requested:											
<input type="checkbox"/>	<table border="1"> <tr> <td>1. Change or confirm attendance percentage</td> <td>Current:</td> <td>%</td> <td>Revised:</td> <td>%</td> </tr> <tr> <td></td> <td colspan="2">Effective Date:</td> <td colspan="2"></td> </tr> </table>	1. Change or confirm attendance percentage	Current:	%	Revised:	%		Effective Date:			
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<input type="checkbox"/>	<table border="1"> <tr> <td>2. Resume Study Course status is 'lapsed' or 'discontinued' – state intended return period (semester/year) and confirm attendance percentage in section one</td> <td>Semester One</td> <td rowspan="2">Year</td> </tr> <tr> <td></td> <td>Semester Two</td> </tr> </table>	2. Resume Study Course status is 'lapsed' or 'discontinued' – state intended return period (semester/year) and confirm attendance percentage in section one	Semester One	Year		Semester Two					
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	Semester Two										
<input type="checkbox"/>	<table border="1"> <tr> <td>3. Intermission * Refer notes below</td> <td>Commencement Date:</td> <td>Year</td> </tr> <tr> <td></td> <td>Return Period</td> <td>Semester One</td> </tr> <tr> <td></td> <td></td> <td>Semester Two</td> </tr> </table>	3. Intermission * Refer notes below	Commencement Date:	Year		Return Period	Semester One			Semester Two	
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	Return Period	Semester One									
		Semester Two									
	<p>Intermit is the course status applied to students who have applied for and received approval to defer their course for a specified time, and is a period of non-enrolment. Because of this, students on intermit:</p> <ul style="list-style-type: none"> • Are not covered by University insurance, or entitled to access all facilities or services, such as supervision, IT services, library, laboratory or rehearsal spaces; • Are not permitted to do research. The University must ensure that any student research conducted on its behalf is supervised, monitored and performed in an ethical manner. This is not possible for non-enrolled students; • Will have the minimum and maximum submission of thesis dates adjusted, as this period is not counter toward candidature. 										
	<p>International students seeking intermission or withdrawal should take this form and discuss this with and ECU Student Success Officer prior to form completion and submission. A Student Success Officer will sign the declaration on page 2. Student Success locations: South West building 1; Joondalup building 34; Mt Lawley building 3</p>										
<input type="checkbox"/>	<table border="1"> <tr> <td>4. Discontinuation – Permanent withdrawal from current course</td> <td>Withdrawal Date:</td> </tr> </table>	4. Discontinuation – Permanent withdrawal from current course	Withdrawal Date:								
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Reason for request / Additional Information
Complete student details over page

Student Signature and Declaration

Student Signature:		Date	
Where request is to discontinue study, please tick to indicate Principal Supervisor is aware of your request			<input type="checkbox"/>

International Students Only:
Where less than 6 months of study has been completed at ECU, a Repackage, Release, Withdraw Request form may also be required. Your Student Success Officer will provide details.

Student Success Verification

Student Success Officer's Signature		Name		Date	
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Submit completed application to Admissions – Higher Degrees by Research | Email: hdr.equiries@ecu.edu.au

ECU Review and Comment

1. Attendance Percentage Change	<input type="checkbox"/> Approved		<input type="checkbox"/> Not Approved		
	Principal Supervisor	Name		Signature	
	50% and 100% - ADR approval required for other %				
	ADR	Name		Signature	

2. Resume Study	<input type="checkbox"/> Approved		<input type="checkbox"/> Not Approved		
	Principal Supervisor	Name		Signature	
	ADR	Name		Signature	

3. Intermission	<input type="checkbox"/> Approved		<input type="checkbox"/> Not Approved		
	≤ 12 months (total periods of Intermission) Principal Supervisor	Name		Signature	
	> All intermissions (all breaks) ADR	Name		Signature	

5. Other Requests	<input type="checkbox"/> Approved		<input type="checkbox"/> Not Approved		
	Principal Supervisor	Name		Signature	
	ADR	Name		Signature	

Milestone Planning

Changes to attendance percentage and intermission/return to study will affect Confirmation of Candidature (CoC) and Thesis Submission milestones and these may need to be re-planned.

Candidature Remaining:		Current Attendance %	Enter the total course candidature if need to recalculate the CoC milestone
Revised CoC Date	Days Remaining:	Revised thesis Submission Date	Days Remaining