



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			
Family Name:		Given Name(s):	
Student ID:		Tel Contact:	
Current Course Code and Title:			

VARIATION REQUEST (Please select required variation and complete the additional information requested)					
<input type="checkbox"/>	<b>1. CHANGE OR CONFIRM ATTENDANCE PERCENTAGE</b>	Current:	%	Revised:	%
		Effective Date:			
<input type="checkbox"/>	<b>2. RESUME STUDY</b> <i>Course status is 'lapsed' or 'discontinued' - state intended return period (Semester/Year) and confirm attendance percentage in section 1</i>	Semester:	1 2	Year:	
<input type="checkbox"/>	<b>3. INTERMISSION (DEFERRAL)</b>	Commencement Date:			
		Return Period:	1 2	Year:	
	<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"> <li>▪ Are not covered by University insurance, or entitled to access all facilities or services, such as supervision, IT services, library, laboratory or rehearsal spaces;</li> <li>▪ 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;</li> <li>▪ Will have the minimum and maximum submission of thesis dates adjusted, as this period is not counted towards candidature.</li> </ul>				
	International students seeking intermission or withdrawal should discuss this with an ECU Student Connect Officer prior to form completion and submission.				
<input type="checkbox"/>	<b>4. DISCONTINUATION</b> <i>Permanent withdrawal from current course</i>	Withdrawal Date:			

REASONS FOR REQUEST / ADDITIONAL INFORMATION

**STUDENT SIGNATURE****Signature:****Date:**

Where the request is to discontinue study, please tick to indicate Principal Supervisor is aware of the request.

**International Students Only:**

I confirm that I have discussed this application with an ECU Student Connect Officer:  (✓)

Where less than 6 months of study has been completed at ECU, a Repackage, Release, Withdraw Request form may also be required - see <http://intranet.ecu.edu.au/student/my-studies/international-students/change-education-provider> for further information.

**Student Connect Officer Signature:****Date:****ECU REVIEW AND COMMENT:**

1. Attendance Percentage Change	<input type="checkbox"/>	Approved	Principal Supervisor Name: Signature: <i>50% and 100% - ADR approval required for other %</i>
	<input type="checkbox"/>	Not Approved	ADR Signature: <i>For all % changes other than 50% or 100%</i>
2. Resume Study	<input type="checkbox"/>	Approved	Principal Supervisor Name: Signature:
	<input type="checkbox"/>	Not Approved	ADR Signature:
3. Intermission (Deferral)	<input type="checkbox"/>	Approved	Principal Supervisor Name: Signature: <i>≤12 months (total periods of intermission)</i>
	<input type="checkbox"/>	Not Approved	ADR Signature: <i>For all intermissions &gt;12 months (all breaks)</i>
Other Requests:	<input type="checkbox"/>	Approved	Principal Supervisor Name: Signature:
	<input type="checkbox"/>	Not Approved	ADR 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 %:	
Revised CoC Date:	<i>Days Remaining:</i>	Revised Thesis Submission Date:	<i>Days Remaining:</i>

Completed application to: **Admissions – Higher Degrees by Research** | Email: [hdr.enquiries@ecu.edu.au](mailto:hdr.enquiries@ecu.edu.au)