

# Application for:

## Extension of Program

PhD; Research Professional Doctorate; Master of Philosophy



(to be submitted not earlier than 3 months before and not later than the maximum program end date)

RESEARCH STUDENTS OFFICE (tel: 02 612 52225)

Family Name	<input type="text"/>	Student Id	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Given Names	<input type="text"/>						Title (Mr/Mrs/Ms etc)	<input type="text"/>	
Mailing Address	<input type="text"/>								
ANU College*	<input type="text"/>			Graduate Studies Field	<input type="text"/>				
PhD/Prof Doc/MPhil	<input type="text"/>			Program End Date (current)	<input type="text"/>				

\* College of Arts and Social Sciences; College of Asia and the Pacific; College of Business and Economics, College of Engineering and Computer Science, College of Law; College of Medicine and Health Sciences; College of Science.

### PART A: TO BE COMPLETED BY THE STUDENT

- You must have satisfactorily completed all progress milestones such as the *Research Progress (Annual) Reports* of progress and the *Mid Term Review* (if applicable) before submitting this request. If you have not done so, please **attach** a statement giving reasons;
- The maximum periods which may be sought in the first instance for PhD/Prof Doc is: 6 months F/T, or 12 months P/T;  
MPhil: 3 months F/T, or 6 months P/T.

#### 1. Length:

- 1.1 I wish to apply for a program extension of.....months, from...../...../.....to ...../...../.....
- 1.2 Please indicate whether you wish to be full-time or part-time during this period.....  
(Please note that part-time students are expected to devote 20 hours per week to their research).
- 1.3 If you are an international student, will you be residing outside Australia during the extension period?.....

#### 2. Reason:

Please explain the academic reasons beyond your control, or the unusual personal circumstances that have delayed completion of your program.

#### 3. Progress:

Please provide a brief report on the progress of your thesis, including 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.

I have read the relevant sections of the *Research Awards Rules* available at <http://www.anu.edu.au/cabs/rules/index.html> and have discussed my progress with the chair of my supervisory panel before submitting this request.

Student's Signature.....Date.....

**PART B: TO BE COMPLETED BY CHAIR, SUPERVISORY PANEL, HEAD OF DEPARTMENT/DIVISION AND DELEGATED AUTHORITY**

**4. Statement by Chair, Supervisory panel:**

4.1 Please confirm below that **all** progress milestones, including *Research Progress Reports (Annual Reports)* and the *Mid-Term Review* of progress (if applicable) have been completed satisfactorily.

- |  |     |    |
|--|-----|----|
| • <i>Research Progress Reports</i> (for each year) | YES | NO |
| • <i>Mid Term Review</i> (if applicable)           | YES | NO |

4.2 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.

I **endorse** this request:

Chair, Supervisory panel.....Date.....

Head of Department/Division/Unit.....Date.....

As the appointed delegate, I **approve** this request:

Delegated Authority...../.....Date.....

**Print Name**

**Signature**

Completed form should be forwarded to:

Research Students Office  
Student Administration Services  
Pauline Griffin Building (Building 11)

**THIS SECTION WILL BE USED BY THE RESEARCH STUDENTS OFFICE TO NOTIFY YOU OF THE OUTCOME OF YOUR APPLICATION**

Your application for an extension of program;

1. has been approved. The revised end date of your program is.....
2. has not been approved. Please seek advice from your supervisor.