



INFORMATION FOR APPLICANT

Please complete this form in **BLACK INK** using **CAPITAL LETTERS**. Mark appropriate answer boxes with a cross (**X**).

1 - PERSONAL DETAILS

You can make changes to your personal information (except name changes) using MySR - westernsydney.edu.au/central.

Student ID number

Are you an international student?

 Yes No

Daytime contact phone number

Title

Family name

Given name(s)

Preferred name

2 - CURRENT DEGREE

PhD EdD DBA DCA DCR MD MRes

Commencement date:

Enrolment status:

Attendance mode:

Full time Part time

What School, Centre or Institute are you enrolled in?

Current minimum submission date

Current maximum submission date

3 - EXTENSION OF CANDIDATURE

I require an extension of candidature to

Attach the following documents:

- a full explanation for the delay
- a statement from your Principal Supervisor outlining the circumstances which have delayed the research
- a detailed timeline for completion, including a summary of work completed and remaining work to be done

Summarise why the research has been delayed (a full explanation must be attached):

4 - APPROVALS (Office use only)

Principal Supervisor: Do you support this request?

Yes No

School/Centre/Institute

Name

Signature

Date

Optional: you may want to comment on your reasons for approving/not approving this request:

Dean of School/Director of Institute: I approve this request and agree that the Institute/School/Research Centre will carry this candidature as unfunded load for the period of the extension.

Name

Signature

Date

School/Centre/Institute

Note:

Extensions of Research Training Scheme (RTS) entitlements may be granted for a maximum of one session without fees being applied. RTS Candidates will be liable for full sessional fees for all extensions in excess of one session. The Domestic Overtime Higher Degree Research Fees are available via the 'Higher Degree Research fees' link at westernsydney.edu.au/fees.

5 - DECLARATION AND SIGNATURE

I declare that all the information submitted is true and complete.

I authorise the University to verify any information provided by me, including academic records and employment details. I understand that the University may reject my application if it finds any information provided in relation to my application to be incomplete, inaccurate or misleading.

In providing my personal information to the University, I understand that, other than as authorised by law, the University will only use this information for the purposes for which it is being collected in accordance with the University's functions and activities associated with my enrolment. In some instances, the University may need to disclose information to any Government department which administers or has authority regarding education or immigration policy and law and any other Government agencies (State, Territory or Federal), an affiliated entity of the University, or to third parties for the purposes of recovering unpaid University fees or other debts owed to the University, and I consent to such disclosure. I also understand that all information will be collected, stored, accessed and disseminated or destroyed in accordance with privacy, records management and other relevant laws, and the University's policies.

I agree to abide by the University of Western Sydney Act, the University of Western Sydney by-law and the rules and policies of the University, as amended from time to time. I also agree that it is my responsibility to ensure that I review the by-law, rules and policies of the University during my period of study as the most current rules are applied and may differ from the time of my initial enrolment. I understand I have access to these documents through the University website.

Student's name

Student's signature

Date

6 - LODGING YOUR APPLICATION

When approved, please return this form together with any supporting documents to:

Graduate Research School
email: grs.enrolments@westernsydney.edu.au

OFFICE USE ONLY

Status

Max sub date

Completed EFTSL

Candidate/Panel notified Yes No

Western Sydney University IO notified Yes No

Processed date

Name