



## Application for Additional Intermission

This form must be completed to obtain approval for additional intermission (i.e. if the standard twelve months has already been taken). The completed form must be lodged in advance of the commencement date of intermission. Additional intermission can be applied for in blocks of time up to six months in any one application to a maximum of 18 months providing supporting evidence is attached to justify the granting of additional intermission. **Submit form and supporting documents to [gradresearch@vu.edu.au](mailto:gradresearch@vu.edu.au)**

### 1. Candidate's Details

Title:	<input type="text"/>	Surname:	<input type="text"/>
Given Name(s):	<input type="text"/>	Student ID:	<input type="text"/>
Institute:	<input type="text"/>	Degree:	<input type="text"/>

### 2. Commencement

Date Intermission Begins:	<input type="text"/>	Return Date:	<input type="text"/>
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### 3. Reason for Request for Additional Intermission

Please explain, in detail, the specific circumstances leading to this request for additional intermission. Please attach supporting documentation (including a supporting letter from your supervisor, medical certificates etc). Please also complete and attach the University Application for Intermission (A53) form which can be downloaded from the Student Forms site at the following link: <http://www.vu.edu.au/sites/default/files/student-connections/pdfs/A53-Application-for-intermission.pdf>

The Grounds for Additional Intermission are as follows:

- Medical – Letter from doctor required explaining the condition
- Carers – Supporting documentation from doctor required
- Other – Supporting documentation must be attached

### 4. Revised Timeline

Please attach a revised timeline in the form of a Gantt chart. Applications without a revised timeline **will not** be considered.

### 5. Have you previously had Additional Intermission Approved?

Yes  No

### 6. Approval of Request for Additional Intermission

<input type="text"/>	<input type="text"/>	<input type="text"/>
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Candidate's Name

Signature

Date

<input type="text"/>	<input type="text"/>	<input type="text"/>
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Principal Supervisor's Name

Signature

Date

<input type="text"/>	<input type="text"/>	<input type="text"/>
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Institute Deputy Director's Name

Signature

Date

(Where the Principal Supervisor is also the Institute Deputy Director, then the Dean Graduate Research, or nominee, is required to sign).

**Applications for more than 18 months of additional intermission must be authorised by the Dean (or nominee):**

<input type="text"/>	<input type="text"/>	<input type="text"/>
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Dean, Graduate Research (or nominee) Name

Signature

Date