

## Office for Researcher Training, Quality and Integrity

### Application for Reinstatement Of Candidature

*This form must be completed to request that your candidature be reinstated. A Candidate may apply to be reinstated within three (3) years of their last enrolment for the purpose of continuing their previous project, or a revised version of their previous project. NOTE - candidates who did not achieve candidature; are outside the three year window; are applying for a different research degree - must submit a new application for entry to the university.*

#### 1. Candidate Details

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

#### 2. Enrolment History

Date of initial enrolment:	<input type="text"/>	Last enrolled semester:	<input type="text"/>
Date of Candidature Approval:	<input type="text"/>	Periods of Intermission:	<input type="text"/>
Principal Supervisor:	<input type="text"/>	Associate Supervisor:	<input type="text"/>
Thesis Title:	<input type="text"/>		

Were all progress/candidature reports submitted while you were enrolled at VU?

Please select your current status:

Lapsed (within 3 years)

Discontinued (voluntarily)

Discontinued (University terminated)

#### 3. Supporting Documentation (Candidate)

Please attach:

- A letter detailing the reasons why you were not enrolled and why you would like to be considered for re-entry into the research degree.
- A timeline in the form of a Gantt chart to expected completion date.
- If you are requesting a change in supervision, please complete the Change of Supervision form - <http://www.vu.edu.au/research/research-students/forms-for-research-students>

#### 4. Supporting Documentation (Supervisor)

Your Principal Supervisor must supply a supporting letter acknowledging all points in the candidate's letter and confirming:

- The timelines for submission are achievable and how this will be supported (eg. frequency of meetings, additional language support, resources and infrastructure and available to support the project).
- The research is still current and relevant.

#### 5. Recommendations

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

#### 6. Approval

<input type="text"/>	<input type="text"/>	<input type="text"/>
Institute Deputy Director Name	Signature	Date

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

**Note:** If the Institute Deputy Director agrees to reinstate candidature, the period remaining on your candidature will be the same as when your candidature lapsed. You must have an enrolled status when you submit your thesis for examination. Email to [gradresearch@vu.edu.au](mailto:gradresearch@vu.edu.au)

PRIVACY STATEMENT Victoria University (VU) values your privacy and is committed to handling your personal information in accordance with the Privacy and Data Protection Act 2014 (Vic) and other applicable privacy legislation. The personal information collected on this form will be used primarily for the purposes of assessing and processing this application. VU may also use and disclose your personal information to verify the information provided by you, to comply with government and other reporting requirements and/or to carry out associated activities connected with this application. Your personal information may also be disclosed to Commonwealth and State agencies such as the Department of Education and Training and the Department of Home Affairs in accordance with VU's obligations under the Education Services for Overseas Students Act 2000 (Cth) (ESOS Act), the National Code of Practice for Providers of Education and Training to Overseas Students 2018 (National Code) and other applicable legislation. Your personal information will not otherwise be used or disclosed without your consent, unless permitted by law. By completing and submitting this application, you agree to VU collecting, using and disclosing your personal information as described above and in accordance with VU's Privacy Policy and Student Information Privacy Collection Statement (which provides further detail about the types of personal information VU may collect from you and how it is managed) available on the Privacy page on our website [vu.edu.au/privacy](http://vu.edu.au/privacy) You have a right to access your personal information held by VU. If you have any questions regarding privacy, please refer to the Privacy page on our website, our frequently asked questions at ASKVU or phone us on 9919 6100 or 1300 VIC UNI (or 1300 842 864).

PRIVACY INFORMATION: We collect and protect your personal information in accordance with our Privacy Policy [vu.edu.au/privacy](http://vu.edu.au/privacy).

**Victoria University CRICOS Provider No. 00124K (Melbourne) and CRICOS Provider No. 02475D (Sydney). RTO Code: 3113. ABN: 83 776 954 731**