

Please forward to Executive Officer COGS, when ALL signatures have been obtained.

Candidates may apply for intermission/leave of absence from their candidature for up to a maximum of twelve months. Any period of intermission will be reflected as a variation to the submission date. Students are not permitted to work on their research during a period of intermission.

Scholarship awardees **MUST** submit an Application for Scholarship Suspension, available from Monash Research Graduate School.

International students MUST seek advice from Monash International regarding the effect intermission/leave of absence may have on visa requirements. New visa regulations introduced in July 2001, stipulate that periods of leave may only be approved on exceptional compassionate grounds. Leaving Australia prior to COGS approval of an application for intermission/leave of absence may result in student visa cancellation.

Please ensure your application complies with all regulations relating to your degree. Information regarding each degree is in the handbook provided at the time of enrolment.

The University's privacy statement can be viewed at <http://www.monash.edu.au/legals/privacy.html>

SECTION 1A: TO BE COMPLETED BY CANDIDATE

Student #: Department:

Degree: MFA MA MDES Full-time Part-time

Family Name: Title:

Given Names:

Postal Address:

Monash email:

Telephone: Home: Work:

Are you an International Student? Yes No

Period for which Intermission is sought: From: / / To: / /

Scholarship: Yes No Details

Grounds for which intermission is sought: Academic Family Financial Health

Please provide details and attach appropriate documentation, such as an original or certified copy of a medical certificate, attaching additions sheets if necessary.

Applicant's Signature: _____

Date: / /

SECTION 1B: TO BE COMPLETED BY CANDIDATE – INTERNATIONAL STUDENTS ONLY

I have discussed my proposed absence with Monash International

Yes No

I am aware that I am required to leave Australia while on intermission

Yes No

Applicant's Signature: _____

Date: / /

SECTION 2: TO BE COMPLETED BY MAIN SUPERVISOR

I SUPPORT the application for the following reasons, subject to the conditions set out below:

I DO NOT SUPPORT the application on the following grounds:

Please provide a brief statement on the candidates' progress:

Supervisor's Name: _____

Supervisor's Signature: _____

Date: / /

SECTION 3: TO BE COMPLETED BY HEAD OF DEPARTMENT

I SUPPORT the student's application for the following reasons, subject to the conditions set out below:

I DO NOT SUPPORT the student's application on the following grounds:

Head of Department's Name: _____

Head of Department's Signature: _____

Date: / /

SECTION 4: COGS ENDORSEMENT

Approved Not Approved

Callista Updated: / /

Executive Officer's Name: _____

Executive Officer's Signature: _____

Date: / /