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| **Section 1: Details of the candidate** | | | |
| Student number |  | Course | PhD  Masters |
| Name of candidate |  | | |
| Faculty |  | | |
| Principal Supervisor |  | | |
| Associate Supervisors |  | | |
| Date Course Commenced: |  | | |

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| **Are you applying for an extension to your stipend end date?**  If no, please skip section 2 | yes  no |

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| **Section 2: Request for Stipend Extension**  *Stipend extension should be applied for 2-3 months prior to end date* | | | | | | | |
| Do you currently receive a stipend? | | yes  no | If yes, current stipend end date: | |  | | |
| Please advise the scholarship/s you are currently receiving: | | | | | | | |
| RTP | URTS | | CDIPS | | | | UPRS |
| Or Other\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | | |
| How many months/ weeks stipend extension are you seeking? | | | |  | | | |
| Expected stipend end date: | | | |  | | | |
| Have you previously been approved a stipend extension?  If you answered yes, please list below the dates and duration of any previous extensions received | | | | | | Yes  No | |
|  | | | | | | | |
| Briefly outline the reasons for requesting a stipend extension (if relevant): | | | | | | | |
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| **Are you applying for an extension to your Candidature end date?**  If no, please skip section 3 | yes  no |

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| **Section 3: Request for Candidature Extension**  *Please note that students seeking a stipend extension do not usually need a candidature extension unless they are within 6-12 months of their maximum candidature completion date* | | |
| Current maximum candidature completion date\*: |  | |
| \*Please check maximum completion date with ORI on [research.degrees@cdu.edu.au](mailto:research.degrees@cdu.edu.au) if you are unsure | | |
| Have you previously been approved a candidature extension?  If you answered yes, please list below the dates and duration of any previous extensions received | | Yes  No |
|  | | |
| How many months/ weeks candidature extension are you seeking? |  | |
| What will be your new candidature end date? |  | |
| Briefly outline the reasons for requesting a candidature extension: | | |
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| **International Student only to complete this section if you are applying for funding support** | | |
| **Section 4: Funding Support** | | |
| 1. My candidature to date has been financially supported by:   Please provide details of scholarships and other funding used to support your tuition fees and living allowance to date. | | |
|  | | |
| 1. Funding for Extension of my Candidature is as detailed below:   *Please be aware that the University is under NO OBLIGATION to provide financial support and should be approached as a last resort for candidates who are close to submitting their thesis for examination.* | | |
| I am seeking Tuition fee for the following semester/s | | |
| Semester 1 – Jan – June | Yes  No | 20\_\_ |
| Semester 2 – July – December | Yes  No | 20\_\_ |
| Please list any other funding, additional to tuition fee, you are seeking: |  | |
| Current Student Visa expiry date: |  | |

*International students: Once you have received your approval from ORI, please contact CDU International Enquiries* [*International@cdu.edu.au*](mailto:International@cdu.edu.au) *as you may be required to apply for a new COE.*

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| **Section 5: I have attached the below:** |
| a clear **timeline,** using the template provided that details as precisely as you can, the research activities you still need to undertake or you have completed to complete your thesis. [Timeline to completion template - update\_0.xlsx (live.com)](https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Fwww.cdu.edu.au%2Ffiles%2F2023-03%2FTimeline%2520to%2520completion%2520template%2520-%2520update_0.xlsx&wdOrigin=BROWSELINK)  a copy of your **most recent annual progress report**. |
|  |
| **Section 6: Attached is a signed written submission supporting the application for extension from my:** |
| **Principal Supervisor** (Please include details on progress to date and a clear statement on likelihood of completion within the specified timeline; and whether additional support, skills and resources are required and available to ensure the candidate submits a thesis for examination that complies with the CDU Common Rules for the degree.) |

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| **Section 7: Endorsement** | | |
| Candidate | Signature: | Date: |
| Principal Supervisor | Signature: | Date: |

***Candidate:*** *Please submit form to your Faculty or HDR Administration team once endorsed by Principal Supervisor.* [*https://charlesdarwinuni.sharepoint.com/sites/ResearchCDU/SitePages/Where-to-find-help.aspx*](https://charlesdarwinuni.sharepoint.com/sites/ResearchCDU/SitePages/Where-to-find-help.aspx)

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| **Section 8: Endorsement of ADRRT** | | |
| I endorse this application, noting that the Faculty will continue to provide support and resources to the Candidate during the extension period. | | |
| Your name | Signature | Date: |

***Faculty /School HDR Administration:*** *Please submit form to* [*research.degrees@cdu.edu.au*](mailto:research.degrees@cdu.edu.au) *once endorsed by Faculty PVC/Delegate or Director/Delegate.*

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| **ENDORSEMENT** | | | **Name** | | **Date** | | **Signature** |
| **DGS** | **Extension Approved: oYes oNo**  **CDU Funding Approved:**  **o**Nil **o**Tuition Fee Waiver **o**Thesis Printing | |  | |  | |  |
| **Comment** |  | | | | | | |
|  | |  | |  | |  | |