UTS Research Scholarship Extension Form

Graduate Research School   research.scholarships@uts.edu.au   **Level 2, Building 15 Ultimo**

General Instructions

This form is for Higher Degree by Research students who are receiving a scholarship managed by the Graduate Research School (GRS).

Complete scholarship extension applications should be submitted to the GRS no earlier than 6 months and no later than 1 month before the scholarship expiry date. Please refer to your scholarship conditions to check your eligibility for an extension.
If eligible, only 1 extension for a maximum period of up to 6 months will be granted.

Scholarship extension applications will be considered where the grounds for the extension relate to circumstances which have interrupted your research, are beyond your control and are not of a personal nature. The circumstances interrupting the research should be evident in your Review of Progress reports.

---

1. Student Details

First Name		Surname	
EWS Date		UTS Student ID	
Faculty		Course Name	
Course Code			

---

2. Scholarship Details

Select your scholarship from the following:

Name of scholarship	Expiry date	Name of scholarship	Expiry date
☐ Research Excellence Scholarship (RES)		☐ International Research Training Program Scholarship (IRTP)	
☐ Chancellor's Research Scholarship (CRS)		☐ UTS President's Scholarship (UTSP)	
☐ Research Training Program Stipend (RTPS)		☐ UTS International Research Scholarship (IRS)	
☐ UTS Doctoral Scholarship (UTSD)			

For scholarships not listed above, please contact your Faculty directly for the application process.

---

3. Supporting Documents

Please attach the following:

☐ Supporting statement outlining why you are applying for an extension to your scholarship. The statement must demonstrate circumstances which have interrupted your research that are beyond your control and are not of a personal nature. It must also include what you have completed and/or what you have put in place to mitigate circumstances preventing your research progress during the current scholarship extension period.

☐ Detailed timeline for completion, broken down by month; if Stage 3 Assessment has not been completed, a future date for the assessment must be included in the timeline.

☐ Letter of support from your Principal Supervisor which endorses your statement, confirms satisfactory progress, and agrees to the revised timeline.

☐ Outcome notifications of all Stage Assessments completed to date.

☐ Outcome notifications of all annual Review of Progress completed to date.

4. Student Declaration

I declare that all information included and attached with this application is complete and correct. I understand that deliberate inaccuracies and omissions may result in non-acceptance of this application and/or cancellation of enrolment and/or scholarship at any time.

Applicant's Name	**Signature**	**Date**

5. Principal Supervisor Approval

Do you support the student's request?   Yes ☐   No ☐

If yes, please attach a letter outlining your support for this student's request confirming satisfactory progress, the reasons for the delay in completion and agreement to the revised timeline.

Principal Supervisor			
	Name	**Signature**	**Date**

6. Faculty Approval – Responsible Academic Officer

Do you support the student's request?   Yes ☐   No ☐

Comments:
(*please attach a separate page if necessary*)

Responsible Academic Officer			
	Name	**Signature**	**Date**

7. What to do with the completed form

Please submit the completed application to your Faculty or School for RAO approval after obtaining your Supervisor's approval. Your Faculty or School will then forward your request to the GRS office for the GRS Dean's consideration.
You will be notified through your UTS Student email on the outcome of your request*.*

8. Graduate Research School section

Dean, Graduate Research School

☐ Approve   Student has met the conditions for an extension as per the Conditions of Award

Other :

Comments:

☐ Not Approve

Name	**Signature**	**Date**