

## CANDIDATE RECREATION LEAVE APPLICATION FORM

**Notes:**

- This form is to be used by all HDR candidates who are applying for recreation leave.
- HDR scholarship stipend recipient candidates must refer to their specific scholarship's conditions of award and leave entitlements to determine their recreation leave allowance.
- Please note that this leave application if approved does not extend the period of your candidature.
- If you wish to suspend your candidature, you *must* apply for an interruption to your candidature on the appropriate Change to Conditions of enrolment form.

**Guidelines:**

- If an HDR scholarship recipient wants to take an interruption to stop their candidature, their scholarship is also stopped for the period of the interruption and the interruption extends the candidature by the equivalent period approved.
- ATTENTION MAC USERS: This form will be corrupted if opened in Preview.  
Please use Adobe Acrobat Reader to view and complete form.

### SECTION A: APPLICANT DETAILS

<b>First Name:</b>	<b>Family name:</b>
<b>Student ID:</b>	<b>Email:</b>
<b>Address:</b>	<b>Telephone:</b>

### SECTION B: ENROLMENT

<b>Faculty:</b>	<b>Enrolled in:</b>
<b>Status:</b>	<b>Scholarship Type:</b>
<b>Principal Supervisor's Name:</b>	

### SECTION C: REQUEST

<b>Dates during which you are requesting recreation leave from:</b>	<b>to:</b>	
<b>Reason for leave (i.e., overseas travel and location etc.):</b>		
<b>Are you an international student?</b> <i>If YES, please fill out an international leaving Australia form.</i>	<b>YES</b>	<b>NO</b>
<b>Will you be applying for an interruption to your candidature?</b> <i>If YES, please fill out a Change to Conditions of Enrolment form.</i>	<b>YES</b>	<b>NO</b>

<b>Applicant Name:</b>	<b>Signature:</b>	<b>Date:</b>
<b>Principal Supervisor:</b>	<b>Signature:</b>	<b>Date:</b>
<b>Director of Higher Degree Research:</b>	<b>Signature:</b>	<b>Date:</b>

Send completed form to: [hdrsupport@scu.edu.au](mailto:hdrsupport@scu.edu.au)