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|  | Application for an Extension to Submit a Revised Thesis for Second Examination*(including creative equivalent)*  | University of Melbourne logo |
| Students are expected to submit the revised thesis for second examination within 18 months for a Doctoral Degree (Research) thesis and within 12 months for a Masters Degree (Research) thesis. In exceptional circumstances, the Chair of Research Higher Degrees Committee may grant a further extension. **If a student does not submit the revised thesis by the expiration of the final deadline, a fail result will be awarded.**Students applying for an extension must attach a **complete thesis outline** (max 4 pages) of how the thesis will be revised within the extended period. This form should be lodged to the Examinations Office once **all sections** have been completed. The completed form should be submitted to: gr-exams@unimelb.edu.auIt is important that your postal address and contact details are current. If your details change please update *my.unimelb*. Access to *my.unimelb* can be reinstated via the Special Access to University Facilities form: [gradresearch.unimelb.edu.au/\_\_data/assets/file/0009/1492668/Reinstatement\_IT\_services.doc](http://gradresearch.unimelb.edu.au/info-resources/forms.html)The University’s privacy statement can be viewed at [unimelb.edu.au/unisec/privacy/studentinfo.html](file:///%5C%5Cunimelb.edu.au%5CUoM%5CUniversity%20Services%5CAcademic%20Services%20and%20Registrar%5CStudent%20Enrolment%5CRestricted%5CGraduate%20Research%5CExaminations%5CTES%20Forms%5Cunimelb.edu.au%5Cunisec%5Cprivacy%5Cstudentinfo.html) |
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| student details |
| Student no. and Student Name |       |
| Degree |       |

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| student Extension request  |
| I am requesting an extension to:*(enter dd/mm/yy)* |       |
| Reasons:       |
| Name | Signature | Date (dd/mm/yy) |
|       |  |       |

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| supervisor comments  |
| Reasons:       |
| Name | Signature | Date (dd/mm/yy) |
|       |  |       |
| **If a student does not submit their revised thesis by the expiration of the final deadline, a fail result will be awarded.** If the applied extension exceeds the total period permitted do you support this as a final extension? | [ ]  Yes [ ]  No  |

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| chair of examiners comments  |
|       |
| Name | Signature | Date (dd/mm/yy) |
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