



Australian
National
University

HDR Administrative Office
ANU College of Business and Economics Building #26C
Canberra ACT 2601 Australia

hdr.cbe@anu.edu.au

CBE HDR RECREATIONAL LEAVE FORM

In accordance with [ANU Procedure: Higher Degree by Research - Candidature](#):

- Full-time HDR candidates are required to study 48 weeks of the year. Candidates have 4 weeks recreational leave each year.
- Recreational leave should be discussed in writing with the Chair of Panel and Supervisor, and the local HDR Administrator informed, prior to being taken.
- Recreation leave taken will not alter the expected thesis submission date.
- This leave is not covered by the University's insurance policy. If candidates are travelling overseas during recreational leave, they are encouraged to register with Smart Traveller.

Family Name	<input type="text"/>	Uni ID	u	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
Given Names	<input type="text"/>	Degree	<input type="text"/>								
Research School	<input type="text"/>										

Proposed dates of absence	From: _____	To: _____
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Student Signature: _____	Date: _____
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Approved / Not Approved: _____	Date: _____
Chair of Panel and Primary Supervisor	
Please submit form to CBE HDR Office (hdr.cbe@anu.edu.au).	

Completed form to HDR Student Administrative Office (Room 2.09)	
CBE Spreadsheet updated <input type="checkbox"/>	Date: _____
Student Notified & cc School Administrator <input type="checkbox"/>	Date: _____