Request to change load and/or mode
For research degree students

ⓘ Before completing this form please consult the guidelines for Request to change load and/or mode which can be found at: https://i.unisa.edu.au/students/research-students/student-forms/

PART 1:   PERSONAL DETAILS

Student ID	
First Name	
Family Name	

PART 2:   CHANGE DETAILS

Load change to	☐ Full-time	☐ Part-time	Effective date	
Mode change to	☐ Internal	☐ External	Effective date	
Reason for change	☐ Employment opportunity		☐ Personal commitments	
	☐ Outcome of a Review of Progress		☐ Financial commitments	
	☐ Other			

Change Details	• *Please provide the reasons for your change of load and/or mode request*
	Please attach a sheet should additional space be required

ⓘ **For students studying in Australia on an international student visa**
- • Some of the changes arising from this request may result in a revised Confirmation of Enrolment (CoE) which could affect your student visa. For more information visit Procedure AB-58 P1 Research Degrees Admission and Enrolment: https://i.unisa.edu.au/policies-and-procedures/university-policies/academic/ab-58/ab-58-p1

PART 3: CHECKLIST & STUDENT DECLARATION

In signing this form I:

☐   Confirm I have read and understood the information on Request to change load and/or mode at: https://i.unisa.edu.au/students/research-students/student-forms/

☐   Understand that if I hold and international student visa that changing to an external mode will result in the cancellation of my Confirmation of Enrolment (CoE) which may affect my student visa

☐   Understand that if I hold a scholarship that any change to my load and/or mode may affect my eligibility, and that if the scholarship is cancelled it cannot be reinstated

☐   Understand that this request is provisional until I receive confirmation from Graduate Research, Student and Academic Services (SAS)

Student Signature		Date	

PART 4: SUPERVISOR SUPPORT

Request supported?	☐ Yes ☐ No	

Comments		

Supervisor Name	

Supervisor signature		Date	

ⓘ   You must now seek approval from in **PART 5**

PART 5: APPROVALS

Request supported?	☐ Yes ☐ No	

Comments		

Research Degree Coordinator Name:			
Research Degree Coordinator Signature:		Date	
Dean of Research, if applicable ⓘ		Date	

ⓘ Dean of Research approval is only required if student wishes to retain scholarship at part time rate/external.

Staff Use: Please check and submit the completed form to Scholarships and Candidature, Student and Academic Services via research.students@unisa.edu.au.