Downgrade Postgraduate Candidature

Use this form if you wish to apply to downgrade in a postgraduate Coursework or Research program.

Requests to vary candidature must be made at least ONE WEEK BEFORE the Census Date in the relevant Semester: 31 March (for changes to Semester 1 or the full year) and 31 August (for changes to Semester 2).

Research Students: Please obtain your Supervisor's and Head of Department's recommendation before you return the form to the Faculty of Science.

Coursework Students: Please obtain your Postgraduate Coordinator's recommendation before you return the form to the Faculty of Science.

SECTION A: (to be completed by the candidate)

SID: ___________________________ Student Status: ☐ Local or ☐ International
Title: _______ Family Name: ___________________________ Given Name: ___________________________
Street Address: ________________________________________________
Suburb: ___________________________ State: ___________________________ Postcode: ___________________________
Phone: (Work) ___________________________ (Home) ___________________________ Email: ___________________________
School: _______________________________________________________________________________________

SECTION B: (to be completed by the candidate)

I wish to transfer my candidature from the degree of ________________________________________________________________________________________
to the degree of ________________________________________________________________________________________
Reason for Request (attach extra documentation if necessary): ________________________________________________________________________________________
______________________________________________________________________________________________
______________________________________________________________________________________________
______________________________________________________________________________________________
Signature: ___________________________________________ Date: ___________________________

SECTION C: (to be completed by Supervisor - Research students only)

Supervisor: ___________________________________________
The request is ☐ Supported ☐ Not Supported (tick as appropriate)
Comments: ________________________________________________________________________________________
______________________________________________________________________________________________
______________________________________________________________________________________________
______________________________________________________________________________________________
Signature: ___________________________________________ Date: ___________________________
SECTION D: (to be completed by Head of Department/School/Centre for Research students or Postgraduate Coordinator for Coursework students)

The request is  ☐ Supported  ☐ Not Supported  (tick as appropriate)

Comments:

________________________________________________________

________________________________________________________

________________________________________________________

________________________________________________________

Signature: ____________________________  Date: ____________________________

RETURN THIS FORM IN PERSON, VIA MAIL, OR FAX TO:
Postgraduate Section
Faculty of Science
Carslaw Building F07
University of Sydney NSW 2006

SECTION E: (to be completed by Faculty Administrative Staff - Research students only.)

RTS Consumed: ________________  New Earliest Date: ________________  New Latest Date: ________________

SECTION F: (to be completed by Associate Dean/Dean)

The request is  ☐ Supported  ☐ Not Supported  (tick as appropriate)

Comments:

________________________________________________________

________________________________________________________

________________________________________________________

________________________________________________________

Signature: ____________________________  Date: ____________________________