



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

[hdr.cbe@anu.edu.au](mailto:hdr.cbe@anu.edu.au)

## CBE HDR RECREATIONAL LEAVE

- PhD/MPhil students are expected to be on course for forty eight weeks of the year and are entitled to four weeks recreation leave.
- CBE HDR students are able to accumulate recreational leave during their candidature.
- Recreation leave is not covered by the University insurance policy.

|                 |  |        |                                                                                                                                                                                                                                                                                                                                                                                                                         |   |  |  |  |  |  |  |  |  |  |
|-----------------|--|--------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---|--|--|--|--|--|--|--|--|--|
| Family Name     |  | Uni ID | <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <tr> <td style="width: 10%;">u</td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> </tr> </table> | u |  |  |  |  |  |  |  |  |  |
| u               |  |        |                                                                                                                                                                                                                                                                                                                                                                                                                         |   |  |  |  |  |  |  |  |  |  |
| Given Names     |  | Degree |                                                                                                                                                                                                                                                                                                                                                                                                                         |   |  |  |  |  |  |  |  |  |  |
| Research School |  |        |                                                                                                                                                                                                                                                                                                                                                                                                                         |   |  |  |  |  |  |  |  |  |  |

|                           |             |           |
|---------------------------|-------------|-----------|
| Proposed dates of absence | From: _____ | To: _____ |
|---------------------------|-------------|-----------|

|                          |             |
|--------------------------|-------------|
| Student Signature: _____ | Date: _____ |
|--------------------------|-------------|

|                                                         |             |
|---------------------------------------------------------|-------------|
| Approved / Not Approved: _____                          | Date: _____ |
| Chair of Panel                                          |             |
| Please submit form to the Research School HDR Convenor: |             |
| Approved / Not Approved: _____                          | Date: _____ |
| Research School HDR Convenor                            |             |

|                                                                     |             |
|---------------------------------------------------------------------|-------------|
| 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: _____ |