



Higher Degree by Research Candidates COVID-19 Frequently Asked Questions (FAQs)



5. My ability to progress my research at the usual pace has been significantly impacted. What options do I have?

If you find that progress in your research program is being affected, contact your supervisor as soon as possible to advise them and talk through next steps. You may need to consider the options below:

Flexible research hours

Impacts caused by the COVID-19 situation may increase demands on your time and/or interruptions, please note that you are not restricted to working on your research project during normal office hours. Talk to your supervisor if you need to work variable hours on your research project, such as evenings or weekends.

Reduced work week

If your progress is significantly impacted, you can use your leave to reduce your working week, for example by taking one day of leave per week. You can view your leave entitlements [here](#). You can use your recreation leave or, if this has been exhausted, you can take a leave of absence. If you are a scholarship holder, your scholarship will continue to be paid during a period of recreation leave and will be suspended during a period of leave of absence.

If you are unable to progress with your research for a period due to substantial caring responsibilities as a result of the COVID-19 situation, you may be able to access your sick leave provision. Sick leave for candidates with caring responsibilities can be accessed where candidature cannot be managed within the provisions of a reduced work week or transfer to part-time candidature. Candidates are entitled to up to 12 weeks sick leave, including provisions for paid sick leave for scholarship holders (refer to your conditions of award). For a period of sick leave that is less than 10 working days, no formal leave request is required, however, you need to advise your supervisor or your HDR Convenor. Requests in excess of 10 consecutive working days must be lodged online and will be considered on a case-by-case basis.

Change your enrolment status to part-time

Full-time HDR candidates whose progress is being significantly affected can request to change their enrolment status to part-time. Changing to part-time will 'slow the clock' on your HDR program to 50 per cent of a full-time study load and will push out the dates for your milestones and thesis submission.

Scholarship holders with significant caring commitments may receive approval to hold their scholarsh(ld)3(wp)-18(r)8(t)]TJET

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Leave of Absence

If you are unable to progress your research for a period, your supervisors may advise a leave of absence from your HDR program to cover the period where you cannot progress. Being on a [leave of absence](#) means your candidature is 'paused' so the time you are on leave does not count towards the duration of your candidature and scholarship, if you have one.

International candidates

The option to change your enrolment from full-time to part-



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