

Coursework Intermission Policy

Purpose

To provide guidance to students on the amount of intermission they may take and how this affects their time limits for completing a program of study.

Scope

This policy applies to all undergraduate and postgraduate coursework students currently undertaking a program owned by the Faculty of Medicine, Nursing and Health Sciences.

Policy Statement

Course convenors or their nominee may grant a candidate intermission¹ from study for a period of no more than 12 months (2 consecutive semesters) at one time. In exceptional circumstances, additional time may be granted subject to the approval of the Faculty. Supporting documentation outlining the reasons for intermission may be required in these instances.

A period of intermission taken by a candidate will be counted towards the time limits for course duration.²

International Students

As stated in the Education Services for Overseas Students Act 2000 (ESOS)³, intermission for international students on a study visa can only be approved on the basis of compassionate or compelling circumstances. Supporting documentation outlining the reasons for intermission will be required.

Special Case Undergraduate Audit Units

Any undergraduate Medicine, Nursing and Health Sciences student who has been granted a period of intermission, will not be eligible to enrol in an audit unit during the awarded intermission period.

¹ Intermission may also be referred to as leave of absence

² For University Policy regarding Time Limits for Course Length, refer to the University Course Structure Policy
<http://www.policy.monash.edu/policy-bank/academic/education/awards/course-structure-policy.html>

³ For ESOS information regarding full time study and intermission for international students refer to <http://www.monash.edu/international/esos/>

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