**Completion Plan**

The purpose of the completion plan is to create a clear framework that will enable you to submit your thesis on time, allowing you to track your progress as your submission date approaches.

**Student Details**

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| **Student name:** |       |
| **Student ID:** |       |

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| --- | --- |
| **School/Discipline** |  |
| **Current Mode of Study:** |  |

|  |  |
| --- | --- |
| **Principal Supervisor:** |       |
| **Second Supervisor/s:** |       |

|  |  |
| --- | --- |
| **Thesis Title** |       |

**Funding Details**

|  |  |
| --- | --- |
| **Funding source:** |  |
| **If ‘Other’ please specify:** |       |

**Clear timeline by month**

Please indicate how much work is required at each step and its status, including how long the chapters are and the state of readiness of chapters, e.g. first draft, re-draft, polish etc.

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**Statement of thesis overall structure**

Please include number of chapters etc, with notice of how much of the thesis is already ‘locked down’.

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**Details of when the supervisor/s will be involved**

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**Anticipated dates**

|  |  |
| --- | --- |
| **Intention to Submit form\*** | Click or tap to enter a date. |
| **Thesis Submission date** | Click or tap to enter a date. |

\*Note that the Intention to Submit form should be submitted 3 months in advance of the Thesis Submission date.

**Student Declaration**

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| **Student Name:** |       |
| **Signature:**Please sign or attach an electronic signature |  |
| **Date:** | Click or tap to enter a date. |

**Supervisor Declaration**

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| I confirm that I approve the application and agree that the requested extension is appropriate, and that the thesis completion plan is achievable. |
| **Supervisor Name:** |       |
| **Signature:**Please sign or attach an electronic signature | A white square with a blue border  Description automatically generated |
| **Date:** | Click or tap to enter a date. |