

International Student Support

Guidelines for Supporting Documentation

Supporting documentation is required if you hold a Student Visa and wish to:

- apply for a Leave of Absence on compassionate or compelling grounds; OR
- reduce your study load to less than a full-time load (a standard full-time load is 12 units per semester or 9 units per trimester) **and** cannot enrol in Winter or Summer School or take alternative study plans to still complete your program within your current CoE duration.

If you have medical circumstances, you will need to provide a statement from your treating doctor; if it is due to other compassionate reasons, including family or personal circumstances, you can provide a statement issued by your counsellor. Please ensure your supporting documentation includes the following information:

1. Date of assessment of medical condition or compassionate circumstances;
2. Confirmation that your study ability has been significantly impacted by your health condition or current circumstances;
3. A recommendation or support for you to either take a leave of absence or reduce your enrolment load for certain study period. If a load reduction is required, please indicate the recommended load, e.g. 75% or 50%;
4. The date range or timeframe required for your adjusted study arrangement, e.g. "for Semester 2, 2018".
5. **Please note the supporting statement does not need to include specific details about your medical condition or compassionate circumstances, but rather needs to confirm that your ability to study has been significantly impacted by these circumstances.**

If you require any further advice on how to prepare your supporting documentation, please contact International Student Support by phone +61 08 8313 4828, email iss@adelaide.edu.au or visit us in person.