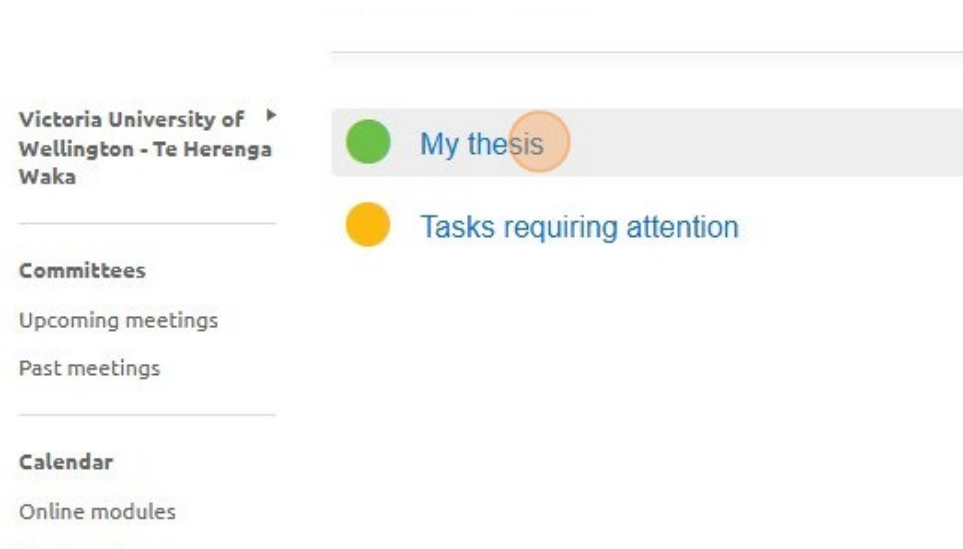


Suspension of Candidature

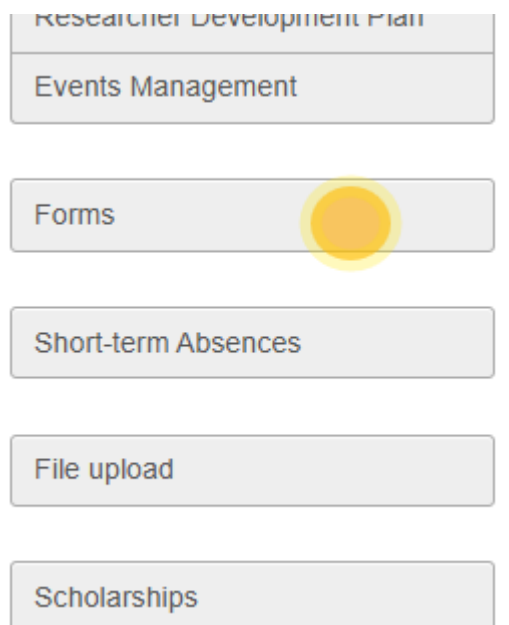
This process is to be initiated by the research candidate

Before starting your suspension request, ensure you are signed in to **Panoho** using your **student account**. Using any other login will prevent you from being able to access **Panoho**.

1. Click **My thesis**



2. Click **Forms**



3. Click **Start a new application**

Use the below button to view all the forms needed to keep your candidature up to date:

i.e. Extensions, Change between Full-time and Half-time, Suspensions, and Course code changes

If you are a supervisor, please use the below button to change the Supervisory Team.

[Start a new application](#)

Application	Date	Status
	29 Oct 2025	Waiting for application to be submitted

4. Click **Suspension of Candidature**

Change of Programme or Course Code

Update your course code with any changes in study.

Change of Study Location/Research Away

Apply to be a Distance Student or to do Research Away.

Suspension of Candidature

An approved period during which you do not pay tuition fees and receive no academic supervision.

Thesis Embargo

Formal request to restrict access to a completed thesis for a specified period.

5. Click **Start request**

holders of Wellington Doctoral Scholarships may only take a suspension for up to a total of six months. Other scholarships may have similar conditions; please check before applying for a suspension.

If you wish to discuss your candidature before submitting this request, contact a postgraduate Adviser fgp-postgrads@vuw.ac.nz.

Would you like to complete and submit the request form?

Cancel **Start request**

6. Review the guidance below before continuing.

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Request

Confirm

Please review the guidance below before continuing.

Continue

For Doctoral candidates:

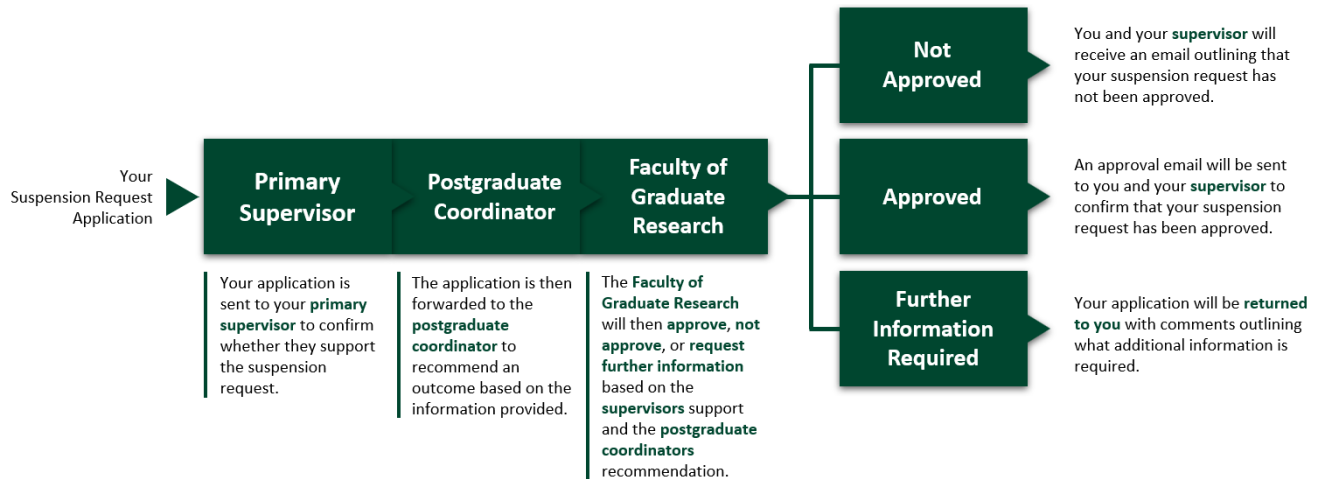
- The total period of suspension during your candidacy should not normally exceed 12 months.
- You must be registered (i.e. not on suspension) for the **final three months** before submitting your thesis.
- Immigration New Zealand (INZ) regulations limit international students to a total of three months suspension in any 12-month period, and no more than 12 months in total during your candidature. For further advice, contact the International Student Support Team at International-support@vuw.ac.nz.

For Master's candidates:

- The total period of suspension during your candidacy should not normally exceed 3

Follow the on-screen instructions and complete each section carefully to begin your **suspension** submission process.

After You've Submitted Your Request, What Happens Next?



- The application is sent to your **primary supervisor** to confirm whether they support the suspension request.
- It is then forwarded to the **postgraduate coordinator**, who will review your application and **recommend an outcome** based on the information you've provided.
- Next, the application is passed on to the **Faculty of Graduate Research (FGR)** team, who can **approve, not approve, or request further information** based on the supervisor's support and the postgraduate coordinator's recommendation.
- **Approved:** You and your supervisor will receive an email confirming that your suspension request has been approved.
- **Not approved:** You and your supervisor will receive an email outlining that your suspension request has not been approved.
- **Further information required:** The application will be **returned to you** with comments explaining what additional details are needed.