

The University of Western Australia

**CFH AND EA JENKINS POSTGRADUATE RESEARCH SCHOLARSHIPS**

**Note:** These conditions are subject to final drafting by University Committees

**CONDITIONS**

CFH and EA Jenkins Postgraduate Research Scholarships are available to enable suitably qualified international students to enrol for research higher degrees in environmental science or cognate subjects at The University of Western Australia ("the University"). These scholarships are established and awarded in accordance with the following conditions. These conditions apply to commencing and continuing students and may be subject to change from time to time. Students will benefit from any changes to these conditions which are to their advantage

**Definitions**

For the purpose of these conditions -

the "**Head of School**" means a person appointed or acting in that capacity or the Postgraduate Research Coordinator of the school, Postgraduate Research Co-ordinators being designated academics who have been approved by the head of school and the Board of the Graduate Research School to act on behalf of the head of school on matters pertaining to research higher degrees;

an "**international student**" is a student who is not an Australian citizen, a New Zealand citizen or an Australian permanent resident

a "**research higher degree**" means Doctor of Philosophy (PhD) or master's by thesis;

**BGRS** is the Board of the Graduate Research School;

**SIRF** is a Scholarship for International Research Fees;

**IPRS** is an International Postgraduate Research Scholarship;

## Part 1 – Tuition Fees , Stipend and Allowances

### 1. SIRF and IPRS

1.1 Applicants may apply for either a SIRF or an IPRS which covers tuition fees and health insurance.

1.2 Recipients of a SIRF or IPRS must ensure that they read and understand SIRF and IPRS conditions at <http://www.scholarships.uwa.edu.au/home>.

### 2. Concurrent Scholarships

2.1 The scholarship may be held concurrently with another external or University award provided that the conditions of the concurrent award so permits.

2.2 The combined total of supplementary scholarships held with a CFH and EA Jenkins Postgraduate Research Scholarship may not exceed 75% of the stipend set out in 3.2.1. A supplementary award will mean another award, scholarship or bursary that provides benefits no greater than seventy-five per cent of the base stipend rate. *\$20,001.75 per annum is the maximum supplementation to a full-time scholarship in 2009. The maximum supplementation for a part-time scholarship is \$14,277.75 pa in 2009.*

### Stipend

#### 3.1 Number, type and value of scholarship

3.1.1 The scholarships may be awarded—

(a) as a full scholarship; or

(b) as a supplementary scholarship, to be held concurrently with a postgraduate research scholarship or award (the 'primary award') such as a University Postgraduate Award (International Students)

3.1.2 The number and value of scholarships to be awarded in each year are determined by the Scholarships Committee of the University.

#### 3.2 Full-time Scholarships

3.2.1 A CFH and EA Jenkins scholarship carries a stipend of \$26,669 per annum (in 2009) for full time study.

3.2.2 Stipends are indexed annually in line with the Australian Postgraduate Award (Industry).

3.2.3 Payments are made in fortnightly instalments.

3.2.4 It is the responsibility of scholarship recipients to check the implications for income tax liability of accepting a scholarship.<sup>2</sup>

<sup>2</sup> <http://www.ato.gov.au>

### 3.3 Thesis Allowance

3.3.1 A thesis allowance for costs associated with the production of a master's or doctoral thesis may be claimed after submission of the thesis and on production of receipts.

3.3.2 The thesis allowance payable is

- (a) up to \$420 for a master's thesis; or
- (b) up to \$840 for a doctoral thesis

3.3.3 Additional thesis allowance claims are payable for costs associated with the resubmission of a thesis or the lodgement of bound copies

3.3.4 Claims for thesis allowance and additional thesis allowance must be made within two years of the termination of the award.

### 3.4 Research Travel Allowance

3.4.1 An additional sum of up to \$5,000 is available to enable recipients of full time scholarships to undertake during the candidature a period of overseas travel for the purposes of research or conference attendance.

3.4.2 The Research Travel Allowance is not available to supplementary scholarship recipients.

### 3.5 Other stipend matters

3.5.1 The value of a scholarship is not affected by assistance granted for travel associated with overseas research or field trips or any other assistance for purposes other than those covered by the scholarship.

## Part 2 – Scholarship Conditions

### 4. Purpose

4.1 The purpose of the scholarship is to enable suitably qualified international graduates to enrol for research higher degrees in environmental science or cognate subjects at the University.

### 5. Eligibility

5.1 To be eligible to apply for a scholarship an applicant must -

- (a) be a citizen of a country other than Australia or New Zealand;
- (b) be eligible to enrol or be enrolled as a full-time student in a research higher degree at the University upon commencement of their scholarship;
- (c) have completed at least four years of tertiary education studies at a high level of achievement demonstrated by the award of a degree of First Class Honours standard or equivalent;
- (d) must meet the University's English language requirements for scholarship holders;
- (e) not have completed a degree either at the same level as, or at a higher level than, the degree for which candidature is sought; and
- (f) not be in receipt of an award, scholarship or salary to undertake the research higher degree that provides benefits which are similar to, or greater than, the award.

### 6. Selection Criteria

6.1 The scholarship is awarded by the Scholarships Committee to the applicant who best demonstrates academic achievement as evidenced by their academic record.

### 7. Application Procedure

7.1 Applicants must complete and submit an online application in conjunction with the applications for IPRS and SIRF scholarships advertised on the Graduate Research and Scholarship Office web site at <http://www.scholarships.uwa.edu.au/home>

## **8. Awarding Body**

8.1 The scholarship is awarded by the Scholarships Committee on the recommendation of one or more of the following faculties: the Faculty of Natural and Agricultural Sciences; the Faculty of Life and Physical Sciences and the Faculty of Engineering, Computing and Mathematics.

## **9. Duration of Award**

9.1 The scholarship is tenable for the duration of the course for which it is awarded which is –

- (a) two years for the degree of master by research; or
- (b) three years for a doctoral degree.

9.2 Doctoral students may apply for a maximum extension of up to six months subject to satisfactory progress, provided the grounds for extension are related to their research and are beyond the control of the student.

9.3 No extensions are possible for students undertaking the degree of master by research.

9.4 Periods of study already undertaken towards the degree prior to the commencement of the scholarship or undertaken during suspension of the scholarship are deducted from the maximum period of tenure.

## **10. Criteria for Continuation**

10.1 Continuation of the scholarship from year to year is subject to the recipient –

- (a) maintaining continuous enrolment at the University as a full-time student ; and
- (b) submitting through their supervisor and the Head of School, a satisfactory Annual Progress Report to the BGRS.

## **11. Administering Body**

11.1 The scholarship is administered by the Scholarships Office.

## **12. Commencement**

12.1 An award holder must enrol by the date set by the University or the scholarship may be withdrawn and reallocated to another applicant.

## **13. Conversion between Master's and Doctoral Awards**

13.1 If the BGRS approves a transfer of candidature in accordance with University General Rules 1.3.1.21 and 1.3.1.22 it may permit the scholarship to be converted from a scholarship for doctoral studies to a scholarship for master's studies or vice versa.

13.2 If the BGRS approves the conversion of a scholarship in accordance with 13.1, the maximum duration of the scholarship becomes that of the new candidature.

## **14.1 Changes to enrolment status**

14.1.1 Students must inform the Scholarships Office at least two weeks in advance if they intend to suspend or terminate their enrolment or to change their enrolment to part-time.

14.2.2 Failure to provide notice in accordance with 14.1 may result in overpayment that must be recovered from the student.

## **14.2 Suspension of a Scholarship**

14.2.1 A student who wishes to suspend their candidature must apply in writing through their supervisor and head of school for a period of suspension.

14.2.2 Applications for suspension of candidature are considered by the BGRS.

14.2.3 A student who is applying for a period of suspension of candidature must apply to suspend their scholarship for the same period.

14.2.4 Subject to 15.2.9, a student may apply to suspend their scholarship even if they are not proposing to suspend their candidature.

14.2.5 Applications to suspend a scholarship are submitted to the Scholarships Committee for consideration.

14.2.6. Unless it decides otherwise in recognition of exceptional circumstances, the Scholarships Committee will not approve suspension of a scholarship that commences within the first six months of tenure of the scholarship or that will result in an accumulated period of suspension that is of more than twelve months' duration.

14.2.7 The Scholarships Committee will under no circumstances approve suspension of a scholarship for a period or periods exceeding two years.

14.2.8 If a student whose scholarship has been suspended does not either resume study at the end of the period of suspension or apply by the due date to extend the period of suspension, their scholarship will be terminated.

14.2.9 Periods of study undertaken by a student while their scholarship is suspended are deducted from the maximum period of tenure of the scholarship.

14.2.10 International students must seek advice from the University's International Centre about the implications of suspension.

## **14.3 . Termination**

14.3.1 The University terminates a scholarship -

(a) on submission of the thesis or the death, incapacity or withdrawal of the student or at the end of the duration of the scholarship, whichever is earliest;

(b) if in the opinion of the Scholarships Committee, the student has committed misconduct as defined in Statute 17 ( <http://calendar.publishing.uwa.edu.au/latest/partc/stat17>)

including, but not limited to, the provision of false or misleading information;

(c) if in the opinion of the Scholarships Committee, the course of study is not being carried out in accordance with the offer of the scholarship, and no suitable alternate arrangements can be made for continuation of the postgraduate degree course;

(d) when the student ceases to be a full-time student and when approval has not been obtained to hold the scholarship on a part-time basis; or

(e) the scholarship recipient does not resume study at the conclusion of a period of suspension.

14.3.2 If an award is terminated, it cannot be reactivated unless the termination occurred in error.

## **15. Publications**

15.1 Any thesis, dissertation or other publication resulting from research undertaken by the recipient while in receipt of the CF and EA Jenkins Postgraduate Research Scholarship must acknowledge the support of the scholarship and carry the University by-line.

## **16. Intellectual Property**

16.1. Intellectual property is governed by the University's Intellectual Property policy available on the University's web site <http://www.universitypolicies.uwa.edu.au/page/117132>

## **Part 3 – Leave Entitlements and Paid Employment**

### **17. Recreation Leave**

17.1 Students undertaking a research higher degree are entitled to 20 days paid recreation leave a year calculated on a pro-rata basis.

17.2 Leave may be accumulated.

17.3 No more than 30 days recreation leave may be accumulated and leave must be taken during the tenure of the scholarship.

17.4 Unused leave remaining when a scholarship is terminated or completed is forfeited.

17.5 Approval to undertake periods of annual leave must be obtained from the supervisor and Head of School before leave is taken.

### **18. Sick Leave**

18.1 Scholarship holders are provided with up to ten days paid sick leave each year of their award which may be accrued but cannot be taken after the scholarship has expired.

18.2 International students are not entitled to additional extended paid sick leave, beyond the allowance of ten days paid sick leave per year. For periods of illness lasting longer than two weeks (ten working days) international students may access unpaid sick leave through the suspension provisions (refer 14.2.10).

### **19. Maternity Leave**

19.1 International students are not entitled to paid maternity leave.

19.2 International students may take unpaid maternity leave if they give birth to a child within the tenure of the award.

19.3 Unpaid maternity leave must be accessed through the suspension provisions (refer 14.2.10).

### **20. Parenting Leave**

20.1 International Students are not entitled to paid parenting leave. However they may take unpaid parenting leave of five days.

### **21. Paid Overseas Leave**

21.1 The BGRS may grant approval for a student to undertake fieldwork and conduct research outside Australia in relation to their course.

21.2 Approval to undertake fieldwork or conduct research outside Australia is only granted where it can be demonstrated that it is essential for completion of the course and the work can be credited to the student's program.

21.3 Except in exceptional circumstances the BGRS does not approve paid overseas leave to attend conferences, undertake fieldwork or conduct research within the first six months of the commencement of the award or prior to submission of a research proposal.

21.4 The BGRS approves paid overseas leave to undertake fieldwork or conduct research only where the student has confirmed in writing that the proposed destination has not been listed as a an area to which the Department of Foreign Affairs and Trade have advised against all travel and there is adequate supervision at the overseas institution.

21.5 The scholarship holder must maintain contact with their supervisor and remain enrolled at the University.

21.6 Students should note that in the event of war or civil disturbance breaking out in a country to which a student has travelled for the purpose of research, the University's travel insurance policies may cease to apply.

21.7 Failure to obtain approval for paid overseas leave may result in the award being suspended or terminated.

## **22. Research at Other Organisations (within Australia)**

22.1 The University may approve a scholarship holder conducting fieldwork or undertaking a substantial amount of research in Australia at organisations outside the higher education sector provided adequate support, supervision, training and research freedom for the student is available at the other organisation.

22.2 Applications to conduct such fieldwork or research must be approved by the Scholarships Committee and on the understanding that the University will remain responsible for the student.

## **23. Employment**

23.1 Scholarship holders may undertake only a strictly limited amount of paid employment during the notional standard working hours of 9.00 am to 5.00 pm Monday to Friday.

23.2 No more than eight hours employment a week during notional standard working hours will be permitted. Holders of part-time scholarships are subject to the same employment restrictions as full-time scholarship holders

23.3 Working hours must be noted on the scholarship holder's Graduate Research School Annual Progress Report.