

## CONDITIONS OF AWARD 2020

### **Victoria League for Commonwealth Friendship Medical Research Trust Scholarship**

#### **1. Eligibility**

Successful applicants must have completed at least four years of tertiary education studies and have achieved at least an upper second-class Honours degree or equivalent. Awards are only available to those who will be undertaking a full-time Masters or Doctoral degree in 2020 and who:

- are not receiving another equivalent award, scholarship or salary to undertake the proposed program (generally less than seventy-five per cent of the base RTP stipend rate); and
- have not completed a degree at the same level as the proposed candidature, or at a higher level.
- for postgraduate research in the areas of dementia, heart complaints or cancer;
- candidate must be undertaking postgraduate study at the University of Tasmania.

#### **2. Stipend and allowances**

##### *(i) Stipend*

The stipend will be at the rate of AUD\$28,092 (2020 rate), indexed annually.

#### **3. Tenure**

The duration of the Award is 3.5 years for PhD and 2 years for Masters.

Periods of study already undertaken towards the degree prior to the commencement of the award or undertaken during suspension of the award will be deducted from the maximum period of tenure.

Scholarship awardees are required to enrol at the University by the maximum commencement date stated in their letter of offer. If an awardee wishes to delay commencement, formal application must be made to the Dean of Graduate Research via the Graduate Research Office stating the reasons for the delay. Permission to delay commencement may be granted where the awardee has employment commitments or in the case of illness or other circumstances beyond the student's control. If the awardee does not enrol by the date stated on their letter of offer and permission to delay commencement is not granted, then the offer of the Award lapses.

Tenure is always subject to satisfactory progress and terminates on the expiry of the Award or on submission of the thesis for examination, whichever is the sooner.

#### **4. Transfer**

The Victoria League for Commonwealth Friendship Medical Research Trust Scholarship may only be held at the University of Tasmania.

## **5. Suspension**

The total period of suspension from the Award during its tenure generally may not exceed 12 months. However, in exceptional circumstances where the awardee can demonstrate reasons outside their control, additional periods of suspension may be granted. No suspension is possible beyond two years in total.

Periods of study undertaken towards the degree during suspension of the award, will be deducted from the maximum period of tenure.

Applications for suspension, endorsed by the supervisor and Head of School, should be lodged with the Graduate Research Office.

## **6. Termination**

The Award will be terminated on submission of the thesis for examination or at the end of the Award, whichever is earlier. Awards will be terminated before this time:

- (a) if, after due inquiry, the University concludes that the Award holder has not fulfilled obligations, met the eligibility criteria or made satisfactory progress;
- (b) if, in the opinion of the institution, the course of study is not being carried out with competence and diligence or in accordance with the offer of award;
- (c) if, after due inquiry, the University concludes that the candidate has committed serious misconduct, including, but not limited to the provision of false or misleading information;
- (d) when the candidate ceases to be a full-time and when approval has not been obtained to hold the award on a part-time basis;
- (e) on the death or incapacity of the candidate, or withdrawal from the program;
- (f) if the award holder does not resume study following a period of suspension or make arrangements to extend that suspension.

## **7. Employment**

An Award holder is permitted to undertake a limited amount of part-time employment, provided the work does not interfere with the progress of the research program. Approval from the Dean of Graduate Research must be sought for periods of part-time work amounting to more than eight hours per week (Monday to Friday 9am to 5pm). A written application endorsed by the supervisor and Head of School should be lodged with the Graduate Research Office.

## **8. Leave entitlements**

### *(i) Annual Leave*

Students are entitled to 20 days paid recreation leave each year calculated on a pro-rata basis. No more than 20 days recreation leave may be accumulated and paid leave must be taken during the tenure of the Award. The agreement of the supervisor and Head of School must be obtained before leave is taken.

*(ii) Sick leave*

Research Masters and Doctoral students may take up to ten working days paid sick leave a year and this may be accrued over the tenure of the award.

For medically substantiated periods of illness lasting longer than ten working days, research candidates may receive up to a total of 84 days (pro-rata for part time candidates) paid sick leave which is additional to the normal duration of the award.

*(iii) Maternity Leave*

Award holders may take up to a maximum of 84 days (pro-rata for part time candidates) paid maternity leave. Paid maternity leave may only be taken once and may not be taken within the first twelve months of an award. However, unpaid maternity leave may be accessed through the suspension provisions. Periods of paid maternity leave are in addition to the normal duration of the award.

*(iv) Parental Leave*

Candidates who are partners of women giving birth and who have completed 12 months of their award, may take up to a maximum of 14 days (pro rata for part time candidates) paid leave during a period through 1 week before the expected birth and 5 weeks after the birth of the child. This leave can be taken only once during the tenure of the award but additional parental leave may be accessed as unpaid leave through the suspension provisions. Paid parental leave is in addition to the normal duration of the award.

## **9. Appeals**

The mechanism for appeal for resolution of disputes which may arise during candidature are described in the Rule of Graduate Research which can be downloaded from: <https://www.utas.edu.au/academic-governance/academic-senate/academic-senate-rules>

All correspondence is to be via the Graduate Research Office.

## **10. Research overseas**

The candidate may be permitted to undertake fieldwork or research overseas when this is considered necessary by the supervisor and Head of School. In such cases the Award may be tenable overseas for up to 12 months, or in special cases for up to 18 months. Approval of paid overseas study will only be granted if adequate supervision can be maintained and the candidate remains enrolled. Applications for overseas study should be lodged with the Graduate Research Office prior to commencement of the overseas work.

The Award holder will not generally be allowed to undertake overseas study in the first six months of scholarship tenure. Candidature undertaken prior to the taking up of the scholarship will be taken into account in determining the earliest date on which the student may pursue paid overseas study.

**11. Research at other organisations**

The University may permit a candidate to conduct part of the research at other organisations provided that there is adequate support and supervision for the Award holder.

**12. Other courses**

An Award holder may not engage in any academic course of study leading to a qualification which is not an essential part of the Award holder's research higher degree.

**13. Payment of Stipend**

Stipends are paid fortnightly and must be paid into an Australian bank account (with an Australian authorised deposit-taking institution) in the candidate's name.

**14. Recovery of monies owed**

The University shall be entitled to recover money owed by candidates arising from payment of a scholarship or allowance to which the candidate is not entitled.

**15. Specific obligation of Award holders**

- (i) Award holders shall diligently, and to the best of their ability, apply themselves to the successful completion of the degree.
- (ii) The Award holder shall abide by the international and Australian codes on human and animal experimentation, the guidelines by the Australian Government's Office of the Gene Technology Regulator and the rulings of the Safety, Ethics and Institutional Biosafety Committees of the University.
- (iii) An Award holder is required to conform to the regulations and statutes (including disciplinary provisions) of the University and to the rules and procedures of research higher degrees.
- (iv) Award holders must provide all reports required by the University including an annual report submitted through the supervisor. If the University does not consider that progress is satisfactory, the Award may be terminated, or the holder placed on probation.

**16. Selection Process**

The scholarship selection will be determined by an approved selection process overseen by the Dean of Graduate Research, with specific regard to the eligibility criteria. The principal criterion for selecting scholars from eligible applicants is academic merit, but the selection criteria will include other personal qualities and achievements which are consistent with them making a significant contribution to society.