



LEONARD BROOM HIGHER DEGREE RESEARCH SCHOLARSHIP

CONDITIONS OF AWARD

1. INTRODUCTION

Each year the National Centre for Epidemiology & Population Health (NCEPH), in the ANU College of Health and Medicine (the “College”), may offer an award known as the Leonard Broom Higher Degree Research Scholarship (“the award”).

The objective of the award is to support a researcher of Australian Aboriginal and/or Torres Strait Islander descent who is enrolled in a Masters of Philosophy (MPhil) or Doctor of Philosophy (PhD) program at NCEPH.

Funding for this award has been provided by an endowment in the name of Emeritus Professor Leonard Broom.

2. BENEFITS

The value of the award will be stated in the letter of offer. The award will be paid in fortnightly instalments unless otherwise stated in the letter of offer.

During the tenure of the award, recipients may apply for an additional allowance for reimbursement of travel, conference and/or fieldwork, upon application in writing to the Head of NCEPH.

Duration: The duration of a full-time award will be a maximum of two years for a student enrolled in a MPhil program, or a maximum of three years (with possible six-month extension) for a student enrolled in a PhD program, or such shorter period as is stated in the letter of offer.

Periods of study already undertaken for the PhD/MPhil degree and periods of study undertaken for the PhD/MPhil degree during suspension of the award will be deducted from the duration of the award.

Extension: If eligible, a recipient enrolled in a PhD program may apply for an extension of the initial award by completing the [Manage my Degree - HDR](#) form. The maximum period of extension is six months and an extension may be sought only where the research has been delayed by circumstances beyond the scholar's control and is related to the research and is not of a personal nature.

PROGRAM & SCHOLARSHIP LEAVE

Personal Leave: The University may approve unpaid program and scholarship leave of absence on personal grounds, which does not exceed a total period of twelve months during the tenure of the award, after which the student may resume the Scholarship. If the unpaid program leave of absence exceeds twelve months, the student may not be eligible for resumption of the Scholarship.

An application for program and scholarship leave of absence for more than twelve months will only be considered if there are exceptional circumstances beyond the control of the recipient and must be approved by the Delegated Authority in the College.

Leave is aggregated and awarded only in one-week blocks for a full-time student and two-week blocks for a part-time student.

Students apply for unpaid leave by completing the relevant section of the [Manage My Degree – HDR form](#) in ISIS.

3. ELIGIBILITY

The award will be available to a domestic prospective/continuing student who:

- (a) Is of Australian Aboriginal and/or Torres Strait Islander descent. The scholar must provide proof of Australian Aboriginal and/or Torres Strait Islander descent AND identify as Australian Aboriginal and/or Torres Strait Islander AND be accepted as such by the community or communities which he or she has been in or with which he or she is associated.
- (b) Is enrolled in and continuing to pursue a full-time program of study for the degree of Doctor of Philosophy or Master of Philosophy, at NCEPH at the ANU. Note: Consideration will be given to students enrolled in part-time study, as outlined in Section 8.
- (c) Has been awarded an HDR base stipend scholarship. Note: An applicant may also apply for the Broom Scholarship if they have applied for a HDR base stipend scholarship but have not yet learnt of the outcome. The Broom Scholarship may be awarded to a candidate who has not obtained a base stipend scholarship, but only under exceptional circumstances and subject to submission of additional documentation for assessment.

4. APPLICATION

Applications shall be called for with a closing date as set by NCEPH and advertised on the ANU scholarships website. The application shall be submitted on the prescribed electronic form and supporting documentation forwarded by email prior to the closing date.

Applications for the Leonard Broom Scholarship must be submitted within twelve months of the recipient commencing their research program. No assistance is payable if the application is submitted after this time.

5. SELECTION

Selection will be made on the basis of prior academic results, the potential for the proposed research to improve health, and the academic merit of the research proposal.

The Head of NCEPH will offer the award to a student on the recommendation of the NCEPH Scholarships Committee, which comprises at least three academic staff from NCEPH.

The Head of NCEPH and the NCEPH Scholarships Committee reserve the right to make no award if it considers there is no applicant of sufficient merit. The Head of NCEPH and the NCEPH Scholarships Committee may also vary the number of awards and/or offer the award

at other times in exceptional circumstances or based on the standard of applications (where funds allow).

6. CONCURRENT HOLDING OF AWARDS

A recipient of the award is permitted to concurrently hold other scholarships, awards, grants and bursaries subject to the terms of the corresponding section in the conditions of award of the other scholarship/award/grant/bursary that they are holding.

During the tenure of the award, the recipient cannot be in receipt of another equivalent or major living allowance award/scholarship, or salary, to undertake the proposed program providing a combined benefit greater than the equivalent of a post-tax [ANU Level A1 Academic](#) salary.

7. DEFERMENT

The award must be taken up at NCEPH in Canberra no later than the date specified in the letter of offer, unless in special circumstances another date has been determined by the University

8. ONGOING ELIGIBILITY

The recipient is required to remain enrolled full-time in a program of study for the degree of Doctor of Philosophy/Master of Philosophy at the ANU in the program for which the award is offered.

A part-time award may be offered or approved if the student has reasons acceptable to the University that preclude full-time study for part or all of the course of study. In such cases the University must be satisfied that the reasons relate to caring commitments, a medical condition, a disability or other circumstance which limits the student's capacity to undertake full-time study.

An award cannot be transferred outside of NCEPH.

9. SUSPENSION OF AWARD

A recipient may apply for suspension of their award. The approval of a suspension will be at the discretion of the Head of NCEPH. A suspension may be appropriate if a recipient is studying at another institution and receives an award for that study. In these circumstances, the duration of the award will be reduced by the periods of study undertaken towards the degree during suspension of the award (unless the study was undertaken overseas as part of a Commonwealth Government financially supported international postgraduate research scholarship or award).

The University may suspend an award where a recipient has:

- a) Outstanding fees;
- b) An outstanding debt with the University; or
- c) Outstanding PhD milestone/s

An award will only be suspended once a reasonable amount of time (more than 20 working days) has passed since the fees and/or debt and/or milestones were due and once the

University has advised the recipient in writing that the milestones, debt and/or fees are outstanding. Under these circumstances, the recipient will forfeit payment for the period of time that their award is suspended.

10. CESSATION OF AWARD

The award ceases:

- (a) At the conclusion of the period outlined in section 2;
- (b) On submission of the thesis for examination;
- (c) If the student transfers to a program outside NCEPH;
- (d) On the date on which the recipient withdraws or ceases to attend the University other than for approved absences; whichever is earliest;
- (e) If a recipient is no longer meeting or has breached the conditions of award; or
- (f) If a recipient breaches academic or behavioural standards set by the University under the Academic Misconduct & Discipline Rules.

11. REPAYMENT OF FUNDS

A recipient who is taking leave from their program, or changing intensity from full-time to part-time, is expected to submit the prescribed form in a timely manner and, where possible, in advance in order to avoid receiving an overpayment of their award. In circumstances where an overpayment does occur, the overpayments will generally be recovered in line with the ANU Overpayments Procedure.

In the situation where a recipient is overpaid an amount in excess of a full fortnightly disbursement, the University may recover the overpayment by withholding future stipend payments at the same rate that the stipend was overpaid.

In cases of overpayment or outstanding financial debts to the University, service restrictions are applied to students. Service restrictions include temporarily withholding students' access to:

- (a) Enrol or re-enrol in a program or course;
- (b) Obtain a transcript of an academic record;
- (c) Acquire results of any assessment in a course or program;
- (d) Receive a degree, diploma, certificate or other Award of the University.

12. PROVIDING FALSE OR MISLEADING INFORMATION

The offer of an award is based on the information provided to the University. An award may be withdrawn at any stage if incorrect, false or misleading information is provided or relevant information is withheld. This includes circumstances where the false information is unrelated to the assessment in offering the award.

13. VARIATION TO CONDITIONS OF AWARD

In exceptional circumstances and on a case-by-case basis, Sections 6 and/or 7 of these conditions of award may be varied by the Dean on the recommendation of the Head of NCEPH.

14. TAXATION & CENTRELINK

Recipients are responsible for seeking taxation and Centrelink advice regarding their own individual circumstances. Scholarships/grants/awards may be regarded as taxable income if a recipient is enrolled on a part-time basis.

For information on how the award may affect Centrelink benefits, please refer to this website: <http://www.humanservices.gov.au/customer/enablers/income/>

15. ACCOMMODATION

It is the recipient's responsibility to obtain residential accommodation. Information on student accommodation and application forms are available from the University Accommodation Services. Information may be found on the Web at:

<http://www.anu.edu.au/students/services/accommodation>

16. PUBLICITY

The recipient may be requested to participate in publicity for the award from time to time. This may include publicity in the state or territory of residence or of schooling. Recipients may be contacted for an interview and photograph. The University may also publicise the award by publishing the names of the recipients. Arrangements for such publicity will be made through the ANU College of Health & Medicine or Strategic Communications and Public Affairs Office of the University.

17. CONTACT WITH THE ANU COLLEGE

All enquiries regarding the award and changes, issues or further information after acceptance should be made to:

*Head, National Centre for Epidemiology & Population Health
Research School of Population Health
ANU College of Health & Medicine
scholarship.committee.nceph@anu.edu.au*

18. DISCLAIMER

The recipient of this award is subject to *The Australian National University Act 1991* as amended, and to the Statutes, Rules, Regulations and Resolutions of the University.

The award of a scholarship/grant does not carry any commitment by the University for future employment.

These conditions of award should be read in conjunction with the University's Research Awards Rule and Candidature and Supervision Policies.

19. RELATED POLICIES, PROCEDURES, RULES & RESOURCES

ANU Research Awards Rule - <https://www.legislation.gov.au/Details/F2017L01614>

ANU Overpayments Procedure – https://policies.anu.edu.au/ppl/document/ANUP_000599

ANU Academic Misconduct Rule - <https://www.legislation.gov.au/Details/F2015L02025>

ANU Discipline Rule - <https://www.legislation.gov.au/Details/F2015L02046>

Thesis Allowance Requirements - <http://www.anu.edu.au/students/program-administration/assessments-exams/theses-reimbursement>

Research Scholarship Information (including reimbursement and claim forms) - <http://www.anu.edu.au/students/scholarships-support/research-scholarship-information>