



RESEARCH SCHOOL OF BIOLOGY
JAN ANDERSON ANU-NTU HDR SUPPLEMENTARY SCHOLARSHIP
CONDITIONS OF AWARD

1. INTRODUCTION

Each year the Research School of Biology (“RSB”) may offer an award known as the Research School of Biology Jan Anderson ANU-NTU HDR Supplementary Scholarship (“the award”).

The objective of the award is to provide financial support for students enrolled in a RSB HDR program and travelling to Nanyang Technical University (NTU, Singapore) to undertake joint research, and help them develop their scientific and professional skills.

Funding for this award has been provided by the Research School of Biology.

2. BENEFITS

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

The recipient is responsible for making payment of any tuition and/or administrative fees by the prescribed date as set by the University each session. Recipients of this award are responsible for the cost of books, study materials, accommodation and all other costs of study.

Duration: The duration of a full-time award will be 3 years in the first instance or such shorter period as is stated in the letter of offer, but no longer than the approved HDR base stipend Scholarship.

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

Periods of paid sick leave taken in accordance with Section 38 of the *ANU Research Awards Rule 2016*, paternity and maternity leave are additional to the normal duration of the award.

Extension: If eligible, a recipient may apply for an extension of the 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 ENTITLEMENTS

A recipient who is unable to pursue their program of study should apply for program and Scholarship leave of absence by completing the [Manage my Degree - HDR](#) form.

Personal Leave: The University may approve 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. 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 RSB and the College.

Medical Leave: The University may approve program and Scholarship leave of absence on medical grounds, on receipt of a certificate signed by a registered medical practitioner which gives the nature and likely duration of the recipient's illness and certifies that the recipient is unable to pursue the program because of the illness. Medical grounds may also be used to cover leave for recipients with family caring responsibilities. The maximum aggregated period for receipt of the award under this provision cannot exceed 12 weeks within the duration of the award.

In no circumstances can the program and Scholarship leave of absence exceed two years in total (which includes personal, medical, maternity and paternity leave).

Payments for this scholarship will not continue during these types of leave.

3. ELIGIBILITY

The award will be available each year to a prospective/continuing student who is:

- (a) a domestic or international student;
- (b) enrolled or enrolling full-time in a Doctor of Philosophy study program within the RSB;
- (c) Undertaking a research project that suitably demonstrates collaboration with one or more researchers at Nanyang Technological University (NTU); and
- (d) has been awarded, and has accepted, an ANU HDR base stipend scholarship.

4. APPLICATION

Applications can be received at any time and should be forwarded, along with any supporting documentation, by email to rsb.studentadmin@anu.edu.au. The scholarship application must detail the proposed ANU-NTU collaborative research to be undertaken.

5. SELECTION

Selection will be made on the basis of academic merit.

The award will be offered to a student by a Selection Committee chaired by RSB Associate Director HDR which will also include the tenured academic members of the RSB Research Training Committee (RTC).

The Selection Committee reserves the right to make no award if it considers there is no applicant of sufficient merit. Pending agreement from the Director of RSB, the selection 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 or students (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/bursary/grant/award that they are holding.

7. DEFERMENT

The award cannot be deferred.

8. ONGOING ELIGIBILITY

The recipient is required to remain enrolled full-time in a program of study for the degree of Doctor of Philosophy at the Australian National University where the research is undertaken within a HDR program within RSB. The award cannot be transferred to another ANU department.

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 recipient's College. A suspension may be appropriate if a recipient is

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; or
- (b) on submission of the thesis for examination; or
- (c) on the date on which the recipient withdraws or ceases to attend the University other than for approved absences; or
- (d) if a recipient is no longer meeting or has breached the conditions of award; or
- (e) 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.

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 section 6 and/or 7 of these conditions of award may be varied by the Dean on the recommendation of the Chair of Selection Committee.

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 your award may affect your 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 College Marketing and Communication Office 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:

*Biology Teaching and Learning Centre
Research School of Biology
ANU College of Science*

Email: rsb.studentadmin@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/F2016L01979>

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

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

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

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