



RESEARCH SCHOOL OF BIOLOGY INTERNATIONAL PHD SCHOLARSHIP CONDITIONS OF AWARD

1. INTRODUCTION

Each year the ANU Research School of Biology, in the ANU College of Science, may offer one or more awards known as the Research School of Biology International PhD Scholarship (“the award”).

This objective of the award is to attract the highest calibre international students to pursue postgraduate research for a PhD degree within the Research School of Biology.

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

2. BENEFITS

Value: The value of the award will be stated in your letter of offer. With the amount equivalent to the standard Australian Government Research Training Program (AGRTP) Stipend Scholarship. The award will be paid in fortnightly instalments unless otherwise stated in the letter of offer.

The recipient is responsible for making payment of all 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 three years in the first instance or such shorter period as is stated in the letter of offer.

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*, maternity and paternity 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 Apply for an Extension of Scholarship eForm](#). 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 recipient's control, and is related to the research and is not of a personal nature.

Dependent Child Allowance (International Students ONLY): The award provides an additional allowance in respect of a dependent child or children, where they accompany the recipient to Canberra. The recipient must apply for the allowance and must advise immediately if a child ceases to be dependent on the recipient, or if the recipient ceases to be an international student.

A dependent child is a child under the age of 16, wholly dependent on the recipient or, if aged between 16 and 24, who is a full-time student and wholly dependent on the recipient.

A recipient who pays maintenance in respect of a child or children may be paid the dependent child(ren) allowance, or the amount of the maintenance payable, whichever is the less.

The dependent child allowance is currently \$3,000 per annum for each dependent child.

Relocation Allowances: Scholarship relocation allowances are payable on the condition that the recipient declares, at the time of application, any assistance available to the recipient and/or the recipient's spouse from other sources, in which case the University's contribution may be reduced accordingly or not paid.

A recipient who is resident elsewhere in Australia or who is permanently residing outside Australia at the time of application, is eligible to receive the following contributions towards the costs of moving to Canberra to take up the award:

Fares: Travel expenses up to a maximum amount equivalent to the one way economy class or recipient fare by the cheapest and most direct course on a scheduled route for the recipient, spouse and/or dependent children, on production of original tax invoice/receipts. A recipient intending to travel from another location within Australia to Canberra by car will be reimbursed for the cost of fuel (petrol/diesel/gas) on production of original tax invoice/receipts.

Removal Expenses: A grant towards the costs of removal of belongings to Canberra, of up to \$530 per adult, and \$262 per child with a maximum of \$1,530 per family on production of original tax invoice/receipts.

Dependents: Travel allowances, as set out above, will be paid in respect of a recipient's spouse and dependent children, where they accompany the recipient to Canberra and remain for the greater part of the recipient's program. Where a recipient marries after the commencement date of the Award, no travel allowance will be payable in respect of the spouse's journey to Canberra. Travel allowances for dependents may also be payable in the case of a *de facto* relationship. A recipient with a *de facto* partner must complete a Statutory Declaration stating the period of continuous co-habitation to confirm eligibility when submitting the application.

Insurance, accommodation and meal costs cannot be claimed.

Applications must be submitted within twelve months of the recipient commencing their research program. No assistance is payable after this time or after the termination of an award.

Thesis Reimbursement: A recipient is eligible to receive a reimbursement of up to \$840 for costs associated with the production of the thesis. The reimbursement must be claimed in accordance with the Australian National University's Thesis Allowance Requirements. The reimbursement must be claimed within 12 months of submission of the thesis and no more than 2 years after termination of the award, unless exceptional circumstances can be demonstrated. A case outlining the exceptional circumstances must be made before approval for reimbursement can be considered.

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 Apply for Leave eform](#).

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 the College.

Medical Leave: A recipient whose application for program and Scholarship leave of absence is approved on medical grounds will continue to receive the award for the period of the program leave of absence, 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.

Maternity Leave: A recipient whose application for program and Scholarship leave of absence is approved for maternity reasons will continue to receive the award for the period of the leave of absence for up to a maximum aggregate of twelve weeks within the duration of the provided the application for program leave of absence is accompanied by a medical certificate indicating the expected date of confinement. Paid maternity leave is not available within the first twelve months of the award.

Paternity Leave: A recipient who is the partner of a woman giving birth may be entitled to 5 days' paid parenting leave at the time of the birth provided the award has been held for at least twelve months at the time of application. The application for leave must be accompanied by a medical certificate confirming the date of birth.

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

3. ELIGIBILITY

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

- (a) an international student.
- (b) enrolling full-time in a program of study for the degree of Doctor of Philosophy at the Australian National University in the Research School of Biology (RSB).

4. APPLICATION

There is no application as students are automatically considered based on them meeting the eligibility criteria or conditions prescribed under the Eligibility section.

5. SELECTION

Selection will be made on the basis of an assessment of the student's research potential. This will take into account a measure of the applicant's overall performance in undergraduate and (if any) Master's coursework as well as an assessment of their most recent graded research writing (thesis) and accomplishments (research publications, awards, referee evaluation).

The award will be offered to a student by a selection committee convened by the RSB Research Training Committee and chaired by the Deputy Director of RSB (or nominee) which will include HDR graduate convenors from within RSB.

The Selection Committee reserves the right to make no award if it considers there is no applicant of sufficient merit. 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.

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.

During the tenure of the award the recipient cannot be in receipt of an equivalent award, scholarship (excluding tuition fee scholarships), or salary to undertake the proposed program, which provides a benefit greater than 75% of the stipend of this award. Income from sources unrelated to the course of study is not to be taken into account.

7. DEFERMENT

The award must be taken up no later than the date specified in the letter of offer, unless in special circumstances another date has been approved by the Delegated Authority.

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 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 to another institution or ANU College.

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 Delegated Authority for Higher Degree Research in the Research School of Biology. 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; 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 is expected to submit the prescribed leave 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 College Dean on the recommendation of the Chair of the RSB Research Training Committee.

14. TAXATION & CENTRELINK

Award 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 award 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 Medicine, Biology & Environment 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:

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/ppl/document/ANUP_000599

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

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

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

Research Scholarship Information (including forms) -

<http://www.anu.edu.au/students/scholarships-support/research-scholarship-information>