



Australian
National
University

CIEHF Indigenous PhD Scholarship

CONDITIONS OF AWARD

1. INTRODUCTION

Each year the School of Culture, History and Language ('the School') in the ANU College of Asia and the Pacific may offer up to six awards known as the CIEHF Indigenous PhD Scholarship.

Funding for this Award has been provided by the ANU Deputy Vice Chancellor Research and Innovation (DVC RI).

The objective of the Award is to support an outstanding Australian Indigenous candidate (Aboriginal and Torres Strait Islander only) to enable them to pursue a full-time PhD program based in the ARC Centre of Excellence for Indigenous and Environmental Histories and Futures at the School of Culture, History and Language in the ANU College of Asia and the Pacific.

2. BENEFITS

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

The Award contains the following benefits:

- A. **Stipend Scholarship:** A recipient will be awarded a stipend scholarship to the value of \$50,291 per annum (2024 rate). The Award is indexed each year on 1 January and is tax free in Australia; and
- B. **Relocation Reimbursement:** A recipient may be eligible to claim a reimbursement as a one-off payment to assist with relocation costs, including those in respect of the recipient's spouse, de facto partner, and dependent child or children, incurred in commencing their HDR program. Where a claim for a relocation reimbursement is in respect of a recipient's spouse, de facto partner, or dependent child or children, they must accompany the recipient to take up his/her program, or join the recipient within 12 months of the recipient commencing their HDR program.

A scholar who is resident elsewhere in Australia or who is permanently resident 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 student fare by the cheapest and most direct course on a scheduled route for the scholar, spouse and/or dependent children, on production of original tax invoice/receipts. A scholar 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.

CIEHF Indigenous PhD Scholarship (134/2024)

The Australian National University

TEQSA Provider ID: PRV12002 (Australian University) | CRICOS Provider Code: 00120C

Dependents: Travel allowances, as set out above, will be paid in respect of a scholar's spouse and dependent children, where they accompany the scholar to Canberra and remain for the greater part of the scholar's program. Where a scholar 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 scholar 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 for relocation reimbursement must be submitted within 12 months of the recipient commencing their HDR program. No relocation reimbursement is payable after this time or after the Award ceases; and

- C. **Thesis Allowance:** A recipient may be eligible to claim a reimbursement of up to \$840 for services associated with the production of their thesis, in accordance with the [thesis allowance requirements](#); and
- D. **Fieldwork Support:** A recipient may apply for a reimbursement of up to \$5500 for fieldwork support by submitting the following documents to the CAP HDR Office (cap.hdr@anu.edu.au):
 - i. fieldwork plan approved by the Primary Supervisor; and
 - ii. travel summary; and
 - iii. original tax invoice/receipts.
- E. **Conference Support:** A recipient may apply for a reimbursement of up to \$2000 for conference attendance by submitting the following documents to the CAP HDR Office (cap.hdr@anu.edu.au):
 - i. presentation/poster approved by the Primary Supervisor; and
 - ii. travel and accommodation summary; and
 - iii. original tax invoice/receipts.

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

3. DURATION

The duration of the full-time Award will be 3.5 years; less

- i. periods of enrolment already undertaken for the PhD degree; and/or
- ii. such shorter period as is stated in the letter of offer.

Extension

A recipient may apply for an extension of the Stipend scholarship up to six months by completing the [Manage my Degree - HDR](#) form.

Extensions of scholarship are considered on the grounds that research has been delayed by circumstances beyond the recipient's control, and are subject to approval.

The application must be submitted at least three months before the expiry of the scholarship. The maximum period of extension is six months, to a total maximum of four years for PhD candidates.

4. PROGRAM LEAVE

Periods of program leave must be taken in accordance with the current *Research Awards Rule*.

(a) Unpaid Program Leave

A recipient may apply for unpaid program leave on personal grounds. If the leave does not exceed a total period of 12 months during the duration of the Award, the recipient may resume the Award at the completion of the leave.

Program leave exceeding a total of 12 months will only be considered where there are exceptional circumstances beyond the control of the recipient and must be approved by the Delegated Authority in the College.

Unpaid program leave is aggregated and awarded only in one-week blocks for a full-time recipient.

A recipient must apply for unpaid program and scholarship leave by completing the relevant section of the [Manage my Degree - HDR form in ISIS](#).

(b) Paid Recreation Leave

A recipient is entitled to a maximum of 20 working days paid recreation leave for each year of the Award. Leave entitlements may be accrued over the life of the Award but are forfeited when the Award ceases.

A recipient must apply in writing to their Chair of Panel.

Paid recreation leave does not extend the duration of the Award.

(c) Paid Medical Leave

A recipient is entitled to a maximum of 10 working days paid medical leave for each year of the Award. Leave entitlements may be accrued over the life of the Award but are forfeited when the Award ceases.

A recipient must apply in writing to their Chair of Panel.

Paid medical leave does not extend the duration of the Award.

(d) Additional Paid Leave

A recipient is entitled to additional paid medical or carer's leave to a maximum of 60 working days on provision of a medical certificate. Medical certificates must:

- i. be signed by a registered medical practitioner;
- ii. state the likely duration of the required leave; and
- iii. certify that the recipient requires the leave for medical/caring reasons.

Additional paid medical leave is aggregated and awarded only in one-week blocks for a full-time recipient.

A recipient may apply for additional paid medical leave by completing the relevant section of the [Manage my Degree - HDR](#) form in ISIS.

Additional paid leave extends the duration of the Award.

(e) Paid Parental Leave

Recipients who have completed 12 months of their Award and are the primary caregiver of a new child (by birth or legal adoption) are entitled to a maximum of 60 working days paid parental leave.

HDR candidates whose partner gives birth, who have completed 12 months of their stipend, are entitled to 60 working days leave if the candidate is the primary carer of

the child in the first year of the child's life. HDR candidates who access partner leave will only be eligible for 55 working days parental leave.

These provisions also apply if the HDR candidate is the legal parent and primary caregiver of an adopted child:

- i. less than five years of age;
- ii. not a step child of the student; and
- iii. has not previously lived continuously with the student for six months or more.

Paid parental leave is aggregated and awarded only in one-week blocks for a full-time recipients.

Recipients may apply for paid parental leave by completing the relevant section of the Manage my Degree - HDR form in ISIS.

Paid parental leave extends the period of duration of the Award.

(f) Paid Partner Parental Leave

Recipients who have completed 12 months of their Award and who are the partner of a person who is the primary caregiver of a new child¹ (by birth or legal adoption) may be entitled to five working days paid partner parental leave. The University may require the recipient to provide evidence of the date of birth or adoption.

Paid partner parental leave is aggregated and awarded only in one-week blocks for a full-time recipients

Recipients may apply for paid partner parental leave by completing the relevant section of the Manage my Degree - HDR form in ISIS.

Paid partner parental leave extends the duration of the Award.

5. ELIGIBILITY

The Award is available each year to a prospective Australian Indigenous ANU student who:

- (a) is enrolling full-time in a program of study for the degree of Doctor of Philosophy in archaeology/palaeoecology/genetics or closely related fields of study, based in the School of Culture, History and Language, College of Asia and the Pacific, and
- (b) has a Bachelor's degree with at least upper second-class honours, or a research Master's degree from a recognised university, and
- (c) is an Australian Citizen identifying as Aboriginal or Torres Strait Islander.

6. SCHOLARSHIP APPLICATION

Applications shall be accepted at any time throughout the year, and will be assessed upon receipt (no set closing date) by the School of Culture, History and Language in the ANU College of Asia and the Pacific. The application instructions will be advertised on the University scholarship webpage.

7. SELECTION

Selection is made on the basis of:

- (a) academic merit and research potential, based on their academic record, referee reports and other evidence; and
- (b) effective use of funds; and
- (c) demonstrated intention to meet the Objective/s; and

¹ A new child is a child who is less than five years of age, not a step-child of the student and has not previously lived continuously with the student for six months or more

- (d) discipline research interests.

The selection committee will be chaired by Deputy Director Research (CHL) and will include at least two senior academic staff from the ARC Centre of Excellence for Indigenous and Environmental Histories and Futures (CIEHF) at ANU.

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 (where funds allow).

8. CONCURRENT HOLDING OF AWARDS

A recipient is permitted to hold other scholarships, awards, grants and bursaries concurrently with this Award, provided the terms of the other scholarship permits this also.

However, a recipient may not receive another allowance, award, grant or bursary to undertake the proposed program, which exceeds the value of 75 per cent of the Award stipend.

9. DEFERMENT

The Award must be taken up no later than the date specified in the letter of offer, unless otherwise approved.

10. ONGOING ELIGIBILITY

A recipient of this Award is required to remain enrolled full-time in the degree of Doctor of Philosophy at the Australian National University.

A part-time Award may be offered or approved if the recipient has reasons acceptable to the University which preclude full-time study for part or all of the program 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 recipient's capacity to undertake full-time study.

11. SUSPENSION OF AWARD

A recipient may apply to the College for suspension of their Award. 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 the Award where a recipient has:

- (a) outstanding fees; or
- (b) an outstanding debt with the University; or
- (c) outstanding HDR program milestone/s; or
- (d) been found to be in breach of a statute, rule or policy or procedure of the University.

The Award will be suspended when at least five working days have passed since the University advised the recipient in writing that the milestones, debt and/or fees are outstanding, until the milestones have been met or the outstanding fees and/or debt have been paid. Under these circumstances, the recipient will forfeit payment of the Award for the period of time that their Award is suspended.

12. CESSATION OF AWARD

The Award ceases or should be surrendered:

- (a) if a student no longer meets the eligibility requirements;
- (b) at the conclusion of the period outlined in section 3;
- (c) on the date on which the recipient withdraws or ceases to attend the University other than for approved absences;
- (d) if a recipient fails to enrol as required in section 5;
- (e) if a recipient changes their program or course without permission to retain the Award;
- (f) if a recipient breaches academic or behavioural standards set by the University under the *Discipline Rule (2021)* and *Academic Integrity Rule (2021)*;

whichever is earliest.

13. REPAYMENT OF FUNDS

A recipient who is taking leave from their program, or changing their enrolment intensity from full-time to part-time, must submit the prescribed [Manage My Degree - HDR](#) 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, these will be recovered in accordance with the ANU Procedure - Overpayments.

14. PROVIDING FALSE OR MISLEADING INFORMATION

The Award is based on the information provided to the University. The 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 for the Award.

15. VARIATION TO CONDITIONS OF AWARD

In exceptional circumstances and on a case-by-case basis, section 7 of these Conditions of Award may be varied by the Pro Vice-Chancellor (Graduate Research) on the recommendation of the chair of the selection committee.

16. TAXATION & CENTRELINK

Recipients are responsible for seeking taxation and Centrelink advice (if applicable) regarding their own individual circumstances. 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, see this website <http://www.humanservices.gov.au/customer/enablers/income/>

17. 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/study/accommodation>

18. PUBLICITY

The recipient may be requested to participate in publicity for the Award from time to time. This may include publicity in the country 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 School of Culture, History and Language in the ANU College of Asia and the Pacific or ANU Communications and Engagement (ACE).

Recipients will also be required to acknowledge funding from the Award should the outcomes lead to publication.

19. DISCLOSURE AND DONOR CONTACT

For the purposes of reporting on the impact of awards, the name, program name and demographics (for example: age, country or town of residence) relating to a recipient of the Award may be disclosed to donors supporting the Award. This will not include recipient contact details. The recipient may be asked to write a personal note of thanks or to meet with donors. Any contact between a donor and a recipient will be facilitated by the ANU Advancement Office or an authorised representative of the University.

20. CONTACT WITH THE AWARD OWNER

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

School of Culture, History and Language
ANU College of Asia and the Pacific
CAP HDR Office (cap.hdr@anu.edu.au)

21. DISCLAIMER

The recipient of the 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 does not carry any commitment by the University for future employment.

These Conditions of Award should be read in conjunction with the *Research Awards Rule 2021* and Higher Degree Research Policy and Procedures available from the [ANU website](#).

22. RELATED POLICIES, PROCEDURES & RULES

HDR Legislation, policies and procedures - <https://www.anu.edu.au/students/program-administration/assessments-exams/hdr-policies-procedures>

HDR Scholarships Policy - https://policies.anu.edu.au/ppl/document/ANUP_7926387

HDR Scholarships Procedure - https://policies.anu.edu.au/ppl/document/ANUP_7926390

ANU Academic Integrity Rule - <https://www.legislation.gov.au/Details/F2021L00997>

ANU Discipline Rule - <https://www.legislation.gov.au/Details/F2021L00998>

ANU Student Code of Conduct - <https://www.anu.edu.au/students/program-administration/program-management/student-code-of-conduct>