



## **Florence McKenzie Supplementary Scholarship (FMK Supplementary Scholarship) CONDITIONS OF AWARD**

### **1. INTRODUCTION**

Each year the School of Cybernetics (SOCY) in the ANU College of Engineering and Computer Science (College) may offer up to 10 awards known as the FMK Supplementary Scholarship (Award).

Funding for this Award has been provided by the Florence Violet McKenzie Chair.

The Australian National University (ANU) College of Engineering and Computer Science is embarking on an ambitious agenda to reimagine engineering and computing to launch our society into the middle of the 21st Century. We are bringing non-traditional skills to engineering and computing to put people in the centre of delivering solutions to global challenges.

The Florence McKenzie Chair is part of this agenda and is proudly named in honour of Florence Violet McKenzie (née Wallace), Australia's first female electrical engineer. Florence McKenzie exemplifies the pioneering spirit and lifelong pursuit of inclusive use of technology in society this Chair represents, and we proudly acknowledge and celebrate Florence Violet McKenzie and her legacy.

The objective of this Award is to provide funding for outstanding domestic\* or international† students to enable them to pursue a PhD program in the New Branch of Engineering developed by SOCY.

### **2. BENEFITS**

**Value:** The value of the Award will be stated in the letter of offer. The Award comprises two components:

- A. Supplementary Stipend Scholarship:** A recipient may be awarded a supplementary stipend scholarship to the value outlined in the letter of offer, paid as a fortnightly instalment; and
- B. Research Support:** A recipient will receive an additional allowance to support their PhD project, as outlined in the letter of offer and paid as an annual lump sum into the recipient's Professional Development fund.

### **3. DURATION**

The duration of the full-time Award will be:

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\* A student who is an Australian citizen, a New Zealand citizen, the holder of an Australian Permanent Resident visa or the holder of an Australian humanitarian visa

† A student who is not an Australian or New Zealand citizen or the holder of Australian permanent resident status, and is required to hold a visa to study in Australia and liable for international student fees (ISF) payable to the University either by the student or a sponsor

- a) For Doctor of Philosophy (PhD) three years, or such shorter period as is stated in the letter of offer.
- b) The maximum period of extension is six months.

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

#### 4. PROGRAM LEAVE

Periods of program leave must be taken in accordance with the 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 and two-week blocks for a part-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, over the duration of the scholarship, 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 recipients and two-week blocks for a part-time recipients.

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, over the duration of the scholarship.

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

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 child (by birth or legal adoption) may be entitled to five days paid partner parental leave over the duration of the scholarship. 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 and two-week blocks for a part-time recipient.

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 will be available each year to prospective and continuing domestic and international students who:

- a) Have received a statement of support from the SOCY cohort PhD program convenor; and
- b) are enrolled full-time in the cohort program of study for the degree of Doctor of Philosophy at the SOCY at the ANU; and
- c) have been awarded, and continue to hold, an ANU approved PhD base stipend scholarship; and
- d) have agreed to assign the ownership of any Student Material (as defined in the Student Assignment and Confidentiality Deed (**Deed**)) including any Intellectual Property embodied in the Student Material to the University, in accordance with the terms of the Deed between the recipient and the University. The recipient is encouraged to seek

independent advice before signing the Deed and accepting this Award, for example via the ANU Postgraduate & Research Students' Association (PARSA) †

## **6. SCHOLARSHIP APPLICATION**

There is no application as PhD Candidates are automatically considered.

## **7. SELECTION**

Candidates will be automatically selected upon meeting the Eligibility criteria.

## **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.

## **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) The recipient is required to remain enrolled in the cohort program of study for the degree of Doctor of Philosophy at the ANU in the program for which the Award is offered; and
- b) The recipient is required to continue to hold an ANU approved PhD base stipend scholarship; and
- c) The recipient is required to remain in good standing in the program of study. Should the recipient fail to meet the SOCY PhD program milestones, disengage from School of Cybernetics workand/or pursue a dissertation project that deviates from the aims of the program, the recipient's eligibility will be reviewed and possibly revoked; and
- d) have a current Intellectual Property arrangement in place with the ANU; and
- e) The recipient must be resident in Canberra during the first year of their enrolment in the SOCYPhD programme, or until their PhD proposal is approved, whichever comes first. Resident means in Canberra/on-campus, as permitted, a minimum of four days per week; and
- f) Students must also be resident in Canberra/on-campus at least three days per week in the final 2 semesters of the PhD, unless otherwise approved by the Panel Chair, to facilitate writing and collaboration/editing with other cohort members.
- g) Alternative arrangements for medical or other reasons must be negotiated and approved by the SOCY PhD program convenor.
- h) The SOCY PhD program includes a work experience component in the second year. This must be scoped as an unpaid internship. Upon approval of the placement by the Panel Chair and while the student remains actively enrolled in the PhD program, the PhD student will be covered by ANU insurance.
- i) A part-time Award may be offered or approved if the recipient has reasons acceptable to the ANU which preclude full-time study for part or all of the program of study. In such cases the ANU must be satisfied that the reasons relate to caring commitments, a medical condition, a

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† <https://parsa.anu.edu.au/>

disability or other circumstance which limits the recipient's capacity to undertake full-time study.

An Award cannot be transferred to another institution, School or ANU College.

## **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 PhD 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 5 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. END OF AWARD**

The Award ends:

- a) at the conclusion of the period outlined in section 3; 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) may be terminated if a recipient is found to be in breach of a statute, rule, policy or procedure of the University.

## **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 offer of the Award is based on the information provided by the student 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 of the Award.

#### **15. VARIATION TO CONDITIONS OF AWARD**

In exceptional circumstances, these Conditions of Award may be varied by the Dean on the recommendation of the Chair of the selection committee.

#### **16. TAXATION AND CENTRELINK**

Recipients are responsible for seeking taxation and Centrelink advice regarding their own individual circumstances. Scholarships, grants or awards may be regarded as taxable income in some circumstances.

For information on how the Award may affect Centrelink benefits, please refer to:  
<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 at:  
<http://www.anu.edu.au/students/services/accommodation>

#### **18. PUBLICITY**

A recipient may be invited to participate in publicity for the Award from time to time, including an interview and photograph.

#### **19. CONTACT WITH THE COLLEGE**

All enquiries regarding the Award should be made to:

School of Cybernetics  
ANU College of Engineering and Computer Science  
[admin.cybernetics@anu.edu.au](mailto:admin.cybernetics@anu.edu.au)

#### **20. NOTE**

A recipient of this Award is subject to *The Australian National University Act 1991* and to the Statutes, Rules, policies and procedures of the University as amended from time to time.

Receipt of this Award does not indicate any commitment by the University for conferral of the recipient's award, or of future employment.

#### **21. IMPORTANT POLICIES, PROCEDURES, RULES & RESOURCES**

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

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