

**THE UNIVERSITY OF NEWCASTLE
POSTGRADUATE RESEARCH SCHOLARSHIP (UNRS CENTRAL)
2006 SCHOLARSHIP CONDITIONS**

1.0 DEFINITIONS

- 1.1 In these conditions, unless the context or subject matter otherwise indicates or requires:

"UNRS Central" means a University of Newcastle Postgraduate Research Scholarship, centrally funded;

"Research Training Committee" means the Research Training Committee of the Research Portfolio Committee;

"Pro Vice-Chancellor" means the Pro Vice-Chancellor of the Faculty of enrolment of the scholar;

"program" means the course of study undertaken by the scholar;

"scholar" means the recipient of the scholarship;

"scholarship" means the UNRS Central awarded to the scholar;

"the University" means the University of Newcastle.

- 1.2 The Dean, Graduate Studies has delegated authority from the Deputy Vice-Chancellor (Research), to make determinations on research scholarship matters.

2.0 ELIGIBILITY

A UNRS Central is available to a student who will be undertaking an approved research Master's or Doctoral (PhD) degree at the University and who:

- 2.1 has completed a Bachelor Degree with First Class Honours or equivalent. (In determining an equivalent level of academic attainment, consideration may be given to previous study, relevant work experience, research publications, referees' reports and other research experience.)
- 2.2 is enrolling as a full-time student or has approval from the Dean, Graduate Studies to undertake part-time study;
- 2.3 is not receiving an equivalent award, scholarship or salary providing a benefit greater than 75% of the UNRSC stipend rate to undertake the proposed program. Income earned from sources unrelated to the program of study is not subject to the 75% rule;
- 2.4 has not already completed a degree at the same level as the proposed candidature or at a higher level;
- 2.5 has not held a research scholarship previously, for this level of award, unless it was terminated within twelve months of the commencement of benefits;
- 2.6 has not completed more than two full-time equivalent semesters towards a research Master's if applying for a scholarship to support a Master's program, or more than four full-time equivalent semesters towards a PhD if applying for a scholarship to support a PhD program, at the commencement of the year of the award of scholarship.

3.0 SELECTION

- 3.1 Selection shall be undertaken by the Research Training Committee, or its nominee(s).
- 3.2 Selection shall be on the basis of academic merit in accordance with policy approved by Academic Senate.

4.0 COMMENCEMENT

- 4.1 A UNRS Central may not be deferred to a subsequent year.
- 4.2 The candidate shall normally take up the scholarship by the commencement of semester one in the year of award.
- 4.3 In exceptional cases, the student may apply for approval from the Dean of Graduate Studies to commence later, but must commence by the agreed date in the year of award.
- 4.4 If the student has not commenced the scholarship by the agreed date in the year of award, the UNRS Central will be withdrawn.

5.0 TENURE

- 5.1 A full-time UNRS Central may be held for two years to support a full-time Master's program or three years for a full-time PhD program.
- 5.2 A part-time UNRS Central holder is expected to progress at half the rate of a full-time award holder.
A part-time UNRS Central may be approved where the applicant is able to demonstrate heavy carer commitments or a medical condition such as:
 - 5.2.1 Carer responsibilities for a pre-school child; or
 - 5.2.2 Carer responsibilities for school-aged children as a sole parent with limited access to outside support; or
 - 5.2.3 Carer responsibilities for an invalid or disabled spouse, child or parent; or
 - 5.2.4 A medical condition, which limits the capacity to undertake full-time study (supported by medical certification).
- 5.3 If a part-time UNRS Central is converted to a full-time UNRS Central then the period of time that the student is regarded as having been in receipt of the part-time UNRS Central immediately prior to the conversion will be halved for the purpose of determining the duration the student is regarded as having been in receipt of a full-time UNRS Central immediately after conversion.
- 5.4 If a full-time UNRS Central is converted to a part-time UNRS Central then the period of time that the student is regarded as having been in receipt of the full-time UNRS Central immediately prior to the conversion will be doubled for the purpose of determining the duration the student is regarded as having been in receipt of a part-time UNRS Central immediately after conversion.
- 5.5 Periods of study already taken towards the degree prior to the commencement of the award will be deducted from the maximum period of tenure.
- 5.6 **Conversion of program:**
 - 5.6.1 A Master's UNRS Central holder may upgrade to a PhD award during the tenure of the scholarship, if upgrade of candidature is approved by the Pro Vice-Chancellor or nominee. The award duration then becomes three years.
 - 5.6.2 A PhD UNRS Central holder may convert to a Master's award during the tenure of the scholarship, if conversion of candidature is approved by the Pro Vice-Chancellor or nominee. The maximum award duration then becomes two years.

6.0 TRANSFER OF AWARD OR PROGRAM

- 6.1 A UNRS Central may be transferred to another program at the University (i.e. a different School or a new research topic) with the approval of the Dean of Graduate Studies.

6.2 A UNRS Central may not be transferred to another university.

7.0 SUSPENSION

7.1 Scholars may be granted up to 12 months suspension of scholarship for any reason after six months of scholarship.

7.2 In exceptional cases a further 12 months may be granted by the Dean, Graduate Studies for reasons which are outside the scholar's control. No suspension is possible beyond two years in total.

7.3 Periods of approved suspension will not be deducted from the overall scholarship tenure if the scholar takes approved leave of absence from candidature for the duration of the suspension. Where a scholar does not take such approved leave of absence from candidature, the suspended period shall be deducted from the scholarship tenure.

7.3.1 Any leave of absence from candidature on a semester basis must be approved by the Pro Vice-Chancellor or nominee.

7.4 Periods of study undertaken towards the degree during suspension of the award will be deducted from the maximum period of tenure.

8.0 EMPLOYMENT

8.1 The scholar shall not be *required* to undertake paid employment as a condition of award of the scholarship.

8.2 Scholars may, however, undertake a limited amount of part time paid employment up to a maximum of eight hours per week (Monday - Friday) provided it does not interfere with their studies. Scholars should also note clause 2.3 above.

9.0 LEAVE

9.1 Recreation leave: Research scholars are entitled to up to 20 days paid recreation leave each year calculated on a pro-rata basis within the period of the scholarship. This may be accrued over the tenure of the scholarship. Any unused leave remaining when the scholarship is terminated or completed will be forfeited.

9.2 Sick leave: Research scholars are entitled to up to 10 days paid sick leave each year calculated on a pro-rata basis within the period of the scholarship. This may be accrued over the tenure of the scholarship.

9.2.1 For medically substantiated periods of illness lasting longer than 10 days, scholars may receive up to a total of twelve weeks paid sick leave which are *additional* to the normal duration of the award.

9.2.2 Sick leave entitlements may also be extended to cover scholars with family responsibilities caring for sick children or relatives.

9.2.3 All applications for sick leave must be accompanied by medical certification.

9.3 Maternity leave: Research scholars may receive up to twelve weeks paid maternity leave for a childbirth occurring within the tenure of the award. Paid maternity leave may not be taken within the first twelve months of an award; however unpaid maternity leave may be accessed through the suspension provisions. Periods of paid maternity leave are in addition to the normal duration of the award. All applications for maternity leave must be accompanied by medical certification.

9.4 Parenting leave: Research scholars who are partners of women giving birth may receive up to two (2) weeks paid paternity leave for a childbirth occurring within the tenure of the award. Paid paternity leave may not be taken within the first twelve (12) months of an award; however unpaid paternity leave may be accessed through the suspension provisions. Paid paternity leave must be taken during the period three (3) weeks prior to the expected birth or placement of the

child, and up to six (6) months after the actual birth or placement of the child. Periods of paid paternity leave are in addition to the normal duration of the award. All applications for paternity leave must be accompanied by medical certification.

10.0 RESEARCH AT OTHER INSTITUTIONS

- 10.1 Scholars may be eligible to receive scholarship benefits during periods of research at other institutions in Australia or overseas if the research is essential for the completion of the scholar's program. The period shall not exceed 12 months (or 18 months for anthropology and other special cases), and is subject to the approval of the scholar's supervisor and the Dean of Graduate Studies.
- 10.1.1 Continuation of scholarship benefits is dependent upon approval by the Pro Vice-Chancellor or nominee for the period of off-campus study, and the scholar's continued enrolment in the program for which the award was granted at the University.
- 10.1.2 Approval of such continuation of scholarship benefits will not normally be given earlier than 6 months after commencement of the scholarship.

11.0 BENEFITS

- 11.1 Living allowance: a UNRS Central provides a living allowance of \$19,231 pa. Full-time living allowances are currently tax exempt, indexed annually and will be paid fortnightly through the University Payroll Office. Part-time stipends are taxable. The part-time living allowance is \$10,254 p.a.
- 11.2 Travel allowance (upon production of receipts): students relocating to Newcastle to take up their award or on approved transfer are eligible for the following allowances:
- 11.2.1 for relocating within Australia, travel expenses equivalent to the economy/student airfare for the scholar to a maximum of \$500;
- 11.2.2 for relocating from overseas, a travel allowance up to the value of the economy airfare for the scholar to a maximum of \$1,500;
- 11.2.3 Scholars eligible for a travel allowance are entitled to an establishment allowance of \$400.
- 11.3 Thesis allowance: an allowance of up to \$420 will be paid on production of receipts for costs associated with thesis production. The allowance must be claimed within one year of thesis submission and no more than two years after termination of the award. The amount paid will be up to the maximum rate applicable at the time of submission of the thesis. The allowance is a contribution to the costs of the production of the thesis and does not include such costs as purchase of computer equipment.

Thesis allowance is payable on production of receipts for costs associated with the *resubmission* of a thesis, or lodgement of the bound copy of the thesis following approval, provided that the claim is made within one year of the resubmission or lodgement date. The combined total of allowance for submission and resubmission must not exceed the maximum amount specified above.

12.0 TERMINATION

A UNRS Central will be terminated if any of the following conditions apply:

- 12.1 If, the University determines that, the program is not being carried out with competence and diligence, or in accordance with the offer of award, and no suitable alternative arrangements can be made for the continuation of the postgraduate degree.
- 12.2 If the University determines that the scholar has failed to maintain satisfactory academic progress.

- 12.3 On the expiry of the period for which the scholarship was granted or 14 days after submission of the thesis, whichever is the earlier.
- 12.4 If the scholar does not resume study at the conclusion of a period of suspension or does not make arrangements to extend that period of suspension.
- 12.5 On the death, incapacity, written resignation or withdrawal from enrolment of the scholar.
- 12.6 When the scholar ceases to be a full-time student and when approval has not been obtained to hold the award on a part-time basis (but not when the scholar is to revert to full-time study after an approved period of part-time study).
- 12.7 If the scholar accepts another equivalent award, scholarship or salary to undertake the program providing a benefit greater than 75% of the UNRS Central stipend rate and the UNRS Central holder does not suspend the UNRS Central for the period of the concurrent award, scholarship or salary.
- 12.8 If the University determines that the scholar is guilty of serious misconduct.

13.0 OBLIGATIONS

- 13.1 The scholar shall accept the award of the scholarship subject to these conditions and shall agree to abide by the conditions.
- 13.2 The scholarship conditions which have been agreed between the University and the scholar shall normally not be varied during the tenure of a scholarship.
 - 13.2.1 Where the Dean of Graduate Studies does approve variations of conditions the scholar shall have the option to accept the amended conditions or to retain the original conditions.
 - 13.2.2 No scholar will suffer disadvantage because of any variation to conditions.
- 13.3 The scholar is required to conform to the Rules of the University governing their program (including disciplinary provisions).
- 13.4 The University shall provide a code of supervisory practice for research higher degrees.

14.0 APPEAL

- 14.1 Students and scholars have the right of appeal against decisions taken by the Dean of Graduate Studies on the grounds that the procedures followed were deficient. Written appeals shall be submitted to the Manager, Graduate Studies, within 21 days of notification of a decision of the Dean of Graduate Studies.

15.0 RELAXATION CLAUSE

- 15.1 In order to provide for exceptional circumstances arising in a particular case, the Dean, Graduate Studies may relax any provision of these conditions.
