

Faculty of Science and Information Technology
RESEARCH & RESEARCH TRAINING COMMITTEE

2011 FACULTY AWARDS FOR OUTSTANDING POSTGRADUATE (RESEARCH) STUDENT ACHIEVEMENT 'GUIDELINES'

AWARD CRITERIA

The Research Higher Degree awards for **Outstanding Postgraduate (Research) Student Achievements**, is designed to promote excellence in research and creativity and give recognition to outstanding achievements. In total the Faculty will issue **up to 10 awards** annually.

Within the Faculty of Science and Information Technology there is a diversity of disciplines and thus a considerable range of activities and creativity that are not easily assessable against a single set of criteria. We recognise this diversity and acknowledge that it is not possible to easily compare a product in information technology with a published paper in a scientific journal, an exhibition of art or an award winning conference presentation. In ranking applicants consideration of what represents an outstanding achievement in a particular School will be determined by the Faculty Research & Research Training Committee, in consultation with the Head of School.

To achieve an equitable distribution of awards across the schools the total number of awards offered to each school will be based on the number of Research Postgraduates within a School relative to the total within the Faculty. In 2011 the likely number of awards per School is as follows subject to the quality of the applications:

SCHOOL:	NO. OF AWARDS PER SCHOOL
Design Communication and Information Technology	1-2
Environmental and Life Sciences	5
Mathematical and Physical Sciences	1-2
Psychology	2

There is no restriction on how often candidates can apply, however **only one (1) award will be made to any one applicant during the term of their candidature**. The award will not be made to candidates retrospectively.

It is envisaged that students well advanced in their project (i.e. in the second or third year of full-time enrollment or equivalent or close to writing or submitting their thesis for examination) will be applying for these Awards. However, there is no reason why a student should not apply at any time during their candidacy.

The maximum award per student is a \$250 Cheque; Certificate; achievement will be noted on the Official Academic Transcript, and an invitation to a free dinner at the "NUPSA Annual Dinner" on Friday 4th November 2011 at Customs House.

WHAT MAY BE CONSIDERED AS OUTSTANDING ACHIEVEMENT?

These guidelines are to assist you in making your application that should not be viewed as restrictive, but rather as some examples of acceptable categories under which to make an application.

In some disciplines the criteria may be a paper published in an international peer reviewed journal that has a clearly defined international editorship or affiliation with a recognised publisher. It may also be a peer reviewed and published proceedings from an international conference. In this case the conference should be one that was organized by an international committee (whether Australian or overseas). It may also be a chapter or significant contribution to a published book.

Perhaps you have given a presentation at an international conference and were commended by the organizing committee in the category of best student presentation, or you may have submitted or been invited to present material to an exhibition organized by a body external to the university (whether Australian or Overseas). The applicant should show evidence that they were invited to make a presentation or to exhibit their work and if there was some judging of student presentations or exhibits that should be documented.

The Faculty Research & Research Training Committee views these Awards as being prestigious and so its award should be included in your Curriculum Vitae. Note that the Award will be included in your official academic transcript.

GUIDELINES

The Research & Research Training Committee will seek applications once a year. **Applications close at 5.00pm on MONDAY 10th OCTOBER 2011.** Lodge (1) **ORIGINAL** and two (2) copies of the application to:

Ms Lina Bozinovska
Secretary, Research & Research Training Committee
Pro Vice-Chancellor's Unit
Room V203, Mathematics Building
CALLAGHAN CAMPUS

This note will assist you in filling out the application forms. The hatch indicates that this should be included in the application as "Additional Information". Each of the item numbers below corresponds to a similar item number on the application form.

1. **STUDENT DETAILS:** Although the length of candidature is not necessarily related to the production of an outstanding achievement (examples may be a paper in a peer reviewed international journal, the submission of material in an exhibition, or presentation at a national or international conference) it is likely that for most students consideration for an award would be towards the end of their candidature when a significant body of work has been achieved.
2. **CONTACT DETAILS:** Email and telephone are important communication links if additional information or clarification is required.
3. **DETAILS OF THE AWARD APPLICATION:** Details of paper, exhibition, product, output or conference that you wish to be considered for the award. Only work that was conducted during the candidature of your current postgraduate program are eligible. Papers or exhibitions that include Honours research or work completed outside your postgraduate program are **not eligible**.

A minimum level of research achievement is an important criterion. Typical research outcomes are as follows:

- **(C1)** A peer-reviewed research paper in journal of international significance or;
- **(B1)** Scholarly book chapter or;
- **(E1)** Full length reviewed conference paper or;
- **(J3)** Exhibition (solo or group) at a venue of national or international significance.

Further details on research publication classifications and outcomes are available on the University Research Publications web site at:
<http://www.newcastle.edu.au/service/research-performance/callista/publications-collection.html>

Provide details for **only ONE (1) of the categories** listed below:

- (a)** If you are applying for the award based on a **'Written Work'** you should attach a copy of the publication. If you are a co-author on the paper indicate your role and the role of other authors. If the paper is within the proceedings of an international conference you must supply proof that the work was peer reviewed. Indicate if the publication classification is a C1, C2, C3 or E1.

OR

- (b)** If you are applying for the award on the basis of an **'Exhibition'** you should indicate if your work was included in a national or international exhibition. If by invitation, please include the letter of invitation. If you contributed to an exhibition or put on a stand-alone exhibition we need documentary evidence of where the exhibition was held, who sponsored it and the level of your contribution. If awards were made, documentary evidence should be provided. If you are applying for the award on the basis of a **'Design'** you should include the details of any sponsorship or award that your design has received. Indicate if the outcome classification is an H1 or J3.

OR

- (c)** If you are applying based on a **'Conference Poster'** please attach an A4 size copy of the poster (this should be relatively easy if it was prepared in Powerpoint or Coreldraw). If the organizing committee awarded you a student prize for your presentation or poster, you must provide documentary evidence. Indicate if the publication classification is an E1, E2 or E3.

4. **STATEMENT BY STUDENT:** The statement of not more than 100 words should give details of the relevance of the achievement to the student's postgraduate program.
5. **STATEMENT BY PRINCIPAL SUPERVISOR:** The statement should give details of the level of achievement of the published works, conference poster/presentation or exhibition, further indicating relevance to the candidate's postgraduate project, the status of the publication source (e.g. journal), conference or exhibition with respect to the candidate's project.
6. **STUDENT SIGNATURE:** Must be signed and dated by the Student.
7. **PRINCIPAL SUPERVISOR SIGNATURE:** Must be signed and dated by the Principal Supervisor.