

The University of Newcastle  
School of Education

## Research Higher Degree International Fieldwork Grant Information and Guidelines

### Rationale

The School of Education values its higher degree research students, and seeks to promote, support and reward excellence in their educational research. Educational research is inherently global in nature, in terms of the both research problems addressed, and the potential contribution of new research. The successful pursuit of quality international research stands to benefit those completing the study, and the School and University more widely, by supporting the associated development of intercultural, global-local, comparative knowledge and skills. Whether undertaken as part of a cross-national comparative study, or a stand-alone case study of an international site, an increasing number of higher degree research students need to travel overseas to conduct their research.

### The International Fieldwork Grant

This award of up to \$2,500 is designed to directly facilitate higher degree research students' international travel to conduct research / fieldwork essential to their study.

The School of Education will normally offer four (4) International Fieldwork Grants each year, via a formal application process.

The maximum amount of funding that can be sought is \$2,500, and candidates are only eligible for these grants once throughout their candidature. Please note that a detailed budget justification is required, with quotations from the University travel agents (STA Travel), and other associated fieldwork costs. Support for return economy fare travel overseas to carry out research is the central component of these grants. It is important to note that the amount applied for may not be awarded in full.

### Due Date

Applications will be accepted throughout the year, but should be received at least two (2) months before expected departure date. Applications are to be submitted to the Deputy Head of School for Research Development, Professor Max Smith, room HA80.

### Eligibility Criteria

To be eligible for the International Fieldwork Grant applicants must:

- Have a clear and demonstrably central component of their research project that relies on physical travel overseas for its successful completion (e.g. to conduct fieldwork, access primary materials only accessible in person, etc);
- Have successfully completed their *Confirmation of Candidature*
- Have approval from the University *Human Research Ethics Committee*, and the associated University Safety Clearance, for their planned overseas research;
- Have support from their supervisor(s) with respect to the timing of the international travel and fieldwork;
- Completed and submitted the application form (Doc 8.2).

*Note: Evidence of prior approval from the Deputy Head of School, Research Development and evidence of/receipts for monies committed or expended will be necessary before funds are supplied to a Fieldwork Grant winner. Where possible, travel should be booked through the University travel provider (STA Travel).*

### **Guidelines for submission**

Please make sure all sections of the form are complete and that each of the following aspects of the application is addressed:

- Use the *International Fieldwork Grant* Application Form (Doc 8.2) and submit the application in hard copy form;
- Completed statement detailing the nature of the fieldwork and its' place in the study;
- Provide all of the relevant attachments;
- Details of *Confirmation of Candidature*, *Human Research Ethics Committee*, and *Safety Clearance* approvals;
- A timeline for the international component of study;
- Plans for communication with supervisors while overseas; and
- Support from supervisors for this travel / fieldwork.

### **Formal Presentation for Recipients of International Fieldwork Grant**

Recipients of the International Fieldwork Grant may be invited to the NUPSA Annual Dinner for a formal presentation of this Postgraduate Award provided by the School of Education.