

# 2017 Research Training Program (RTP) Fee Offset Scholarship

## Conditions of Award 2017

---

### 1. RTP Fee Offset Scholarship Student Eligibility Criteria

1.1 An RTP Fee Offset Scholarship Recipient (“**Recipient**”) must:

- (a) be a **Domestic** student, awarded a RTP Fee Offset Scholarship (“**Scholarship**”) as result of admission to an accredited Higher Degree by Research (“**HDR**”) course of study at an Australian Higher Education Provider (“**HEP**”); and
- (b) not be receiving an equivalent award or scholarship from the Commonwealth designed to offset HDR fees.

1.2 For the purposes of this RTP Fee Offset Scholarship - Conditions of Award 2017:

- (a) a student complying with (1) above is defined as a Recipient;
- (b) a Domestic Student is as defined in the Higher Education Support Act (HESA) 2003 Act;
- (c) the HESA Act 2003 is defined as the main piece of legislation governing higher education in Australia;
- (d) a Higher Degree by Research is defined as a Doctor of Philosophy, Masters by Research or Professional Doctorate by Research course, where research typically forms two-thirds or more of the program of learning;
- (e) a Higher Education Provider is defined as:
  - (i) a constitutional corporation that offers or confers a regulated higher education award; or
  - (ii) a corporation that:
    - (A) offers or confers a regulated higher education award; and
    - (B) is established by or under a law of the Commonwealth or a Territory; or
    - (C) a person who offers or confers a regulated higher education award for the completion of a course of study provided wholly or partly in a Territory.
- (f) a Scholarship is defined as support provided to a student, or on behalf of a student, to assist with expenses associated with their HDR.
- (g) a Leave of Absence is defined as a formally approved break in candidature which does not count against the minimum and maximum duration of study, per clause 10 of Rule No. 10 Made Pursuant to Statute No. 12 – Enrolment: Degree of Doctor by Research and clause 10 of Rule No. 11 Made Pursuant to Statute No. 12 – Enrolment: Degree of Master by Research.
- (h) Conditional status is defined as the academic status associated with the Recipient’s enrolment where the Recipient is constrained by conditions to be met by a set deadline determined by the Faculty Graduate Studies Committee or the Associate Deputy Vice-Chancellor, Research Training.

### 2. Commencement

- (a) Applicants offered a Scholarship are expected to commence the degree within the dates specified in the letter of offer. Scholarships can be deferred for up to 12 months subject to approval from the enrolling area.

### **3. Period of Support**

- (a) The University will provide a tuition fee offset for the approved course for the tenure of the Scholarship to extinguish the liability of the Recipient to pay tuition fees, unless otherwise specified in the letter of offer.
- (b) Recipients are entitled to a maximum of three and a half years full-time equivalent study if undertaking an eligible Research Doctorate and a maximum of one and a half years full-time equivalent study if undertaking a Masters by Research.
- (c) The maximum period of entitlement is calculated from the course commencement date.
- (d) Recipients who have not submitted their thesis by the end of the Scholarship tenure may be required to pay the course tuition fee applicable at the time of Scholarship expiry.

### **4. Scholarship Extensions**

- (a) Recipients making satisfactory progression may apply to the University for a Scholarship extension for a period of up to six months where the study exceeds durations listed in clause 3 (b), after which fees may be incurred.
- (b) Scholarship extensions are granted on a case-by-case basis.
- (c) A request for an extension must be submitted no sooner than six months before the Scholarship end date and no less than four weeks prior to the end date of the Scholarship. Extensions will not be approved if requested after the Scholarship end date.
- (d) The transfer of a Scholarship, per clause 11, does not constitute sufficient grounds for a subsequent Scholarship extension.
- (e) Work commitments, as defined in clause 12, cannot be accepted as grounds for an extension of duration of the scholarship.

### **5. Resumption of Studies after Withdrawal**

- (a) When a Recipient resumes study in the same course or another HDR course at the same level after previously withdrawing from studies, the Recipient is entitled to the maximum period allowed for the course under the Scholarship if at least three years have elapsed since the previous enrolment; or
- (b) When a Recipient resumes study in the same course or another HDR course at the same level after previously withdrawing from studies, the Recipient is entitled to the maximum period allowed for the course under the Scholarship less any period of prior entitlement consumed if fewer than three years have elapsed since the previous enrolment.

### **6. Changing Course**

- (a) Where a Recipient changes course of study to another HDR degree at the same level, the period of support remains unchanged. This includes changes from one field of education to another. For example, a Recipient who has completed one year of a Masters by Research and then changes to a different Masters by Research, the Recipient will only be entitled to a further six months full-time equivalent study.

### **7. Progression to a Research Doctorate Degree after Completing a Masters by Research Degree**

- (a) Where a Recipient completes a Masters by Research degree and then progresses to a Research Doctorate degree, the Recipient is entitled to three and a half years full-time equivalent study for the Research Doctorate. This entitlement applies whether or not there is an interval between the Masters by Research and Research Doctorate degrees.
- (b) If a Recipient completes a Masters by Research in fewer than two years, the maximum entitlement for a subsequent Research Doctorate degree by that Recipient remains a maximum of three and a half years full-time equivalent study.

## **8. Upgrade from a Masters by Research Degree to a Research Doctorate Degree**

8.1 Where a Recipient commences studies in a Masters by Research degree and then upgrades to a Research Doctorate, the Recipient is entitled to a maximum of three and a half years full-time equivalent study, including the time enrolled in the Masters by Research degree.

8.2 An upgrade occurs where:

- (a) a Recipient enrolled in a Masters by Research is undertaking research at such a standard that either the University recommends that the Recipient upgrade their degree to a Research Doctorate or the Recipient seeks to upgrade to a Research Doctorate and this is supported by the University; and
- (b) there is no break between the candidature for the Masters by Research degree and the Research Doctorate degree unless the interval is covered by a period of suspension; and
- (c) the research undertaken by the Recipient while enrolled for the Masters by Research is continued for the Research Doctorate or modified to meet the requirements for the Research Doctorate.

## **9. Downgrade from a Research Doctorate Degree to a Masters by Research Degree**

- (a) Where a Recipient elects or is required, for academic or personal reasons, to downgrade candidature from a Research Doctorate to a Masters by Research, the Recipient is limited to Scholarship funding for a maximum period of one and a half years full-time equivalent study including the time enrolled in the Research Doctorate degree.

## **10. Suspension of Scholarship**

- (a) Recipients who have an approved Leave of Absence, per clause 16, will have their Scholarship suspended for the concurrent period.

## **11. Transfer of a Scholarship to another HEP**

- (a) The decision to grant transfer of a Recipient to another HEP is at the discretion of both HEPs in question.
- (b) The continuation of the entitlements of the Scholarship is at the discretion of the new HEP accepting the transferring Recipient, and this HEP will be liable for funding the Scholarship. Approval may be granted based on exceptional circumstances on a case-by-case basis.
- (c) The period of support for the transferring Recipient will be assessed on a case-by-case basis in discussion with both HEPs.

## **12. Work**

12.1 The University does not require Recipients to undertake employment.

12.2 In agreed circumstances, the University may permit a full-time Recipient to undertake a limited amount of University teaching or other work, as long as these activities do not interfere with progress in the HDR course.

12.3 Full-time Recipients are expected to dedicate four days a week to study.

## **13. Off-campus Research**

- (a) The University may approve Recipients conducting their research off-campus and/or outside Australia. Approval will only be granted if the research is essential for completion of the degree and appropriate risk management is undertaken.
- (b) The University will only approve overseas research if there is adequate supervision, the Recipient remains enrolled and the work can be credited to the Recipient's postgraduate program.

- (c) The Recipient must have gained candidacy and appropriate ethics clearance prior to undertaking research.

#### **14. Research at Other Organisations**

- (a) The University may approve a Recipient conducting substantial amounts of research at organisations outside the higher education system provided that adequate support, supervision, training, and research freedom for the Recipient is available at the other organisation and on the understanding that the University will still be responsible for the Recipient.
- (b) The rights to intellectual property should be resolved prior to commencement at the other organisation.
- (c) The required ethics approval from the University will be obtained prior to conducting this research.

#### **15. Termination of Scholarship**

15.1 The Scholarship will be terminated in the following circumstances:

- (a) on the day the thesis is submitted for examination or at the end of the Scholarship; whichever is earlier;
- (b) if the Recipient ceases to be enrolled;
- (c) upon death, incapacity, or withdrawal from study; and/or
- (d) when the tenure of the scholarship has been completed (refer clause 3).

#### **16. Leave of Absence**

- (a) Recipients unable to pursue their studies will apply for a Leave of Absence per clause 10 of Rule No. 10 Made Pursuant to Statute No. 12 – Enrolment: Degree of Doctor by Research or clause 10 of Rule No. 11 Made Pursuant to Statute No. 12 – Enrolment: Degree of Master by Research.

#### **17. Legal Advice**

- (a) All Recipients are strongly recommended to seek their own independent legal advice regarding intellectual property and other contractual arrangements, both with the University and any other external parties.

#### **18. Variation of Conditions**

- (a) These conditions may be varied from time to time at the discretion of the Associate Deputy Vice Chancellor, Research Training.

#### **19. Providing of False or Misleading Information**

19.1 If the University knows or has reason to believe that a Recipient has provided false or misleading information to the University in relation to the Scholarship, the University will immediately:

- (a) re-assess the Recipient's Scholarship entitlements; and
- (b) in the case of a Domestic Recipient, notify the Department of Education and Training of the suspected offence and provide a copy of the Recipient's application and any other relevant information requested by Department of Education and Training.

#### **20. Acknowledgement of Commonwealth Support**

- (a) Recipients will acknowledge the Australian Government's support in any published materials relating to their HDR. This relates to any time, both during and after completion of the HDR. Materials include items such as books, articles, newsletters or other literary or artistic works which relate to your HDR project.

- (b) The acknowledgement must include the mention of your support through an “Australian Government Research Training Program Scholarship”.

**21. Specific University Obligations**

- (a) The University has a code of supervision of Higher Degrees by Research.
- (b) The University will be fair and equitable in the use of its discretionary powers.
- (c) The right of the Recipient to appeal decisions is recognised. The University will advise Recipients of appropriate appeal mechanisms for resolution of any disputes which might arise during their candidature.

**22. A RTP Scholarship Recipient’s Obligations**

22.1 A Recipient acknowledges and agrees that he or she:

- (a) shall diligently and to the best of their ability apply themselves to the successful completion of the degree;
- (b) shall conform to the rules (including disciplinary provisions) of the University;
- (c) must provide all reports required by the University including an annual progress report submitted through the Graduate Research School. If the University does not consider that progress to be satisfactory the Recipient will be placed on Conditional status.
- (d) shall abide where relevant by the National Health and Medical Research (NHMRC) and Australian Research Council (ARC) Codes on Human and Animal Research Conditions and decisions of the Safety and Ethics committees of the University.

**23. Related Links**

Rule No. 10 Made Pursuant to Statute No. 12 – Enrolment: Degree of Doctor by Research

[http://policies.curtin.edu.au/legislation/statutes\\_rules.cfm](http://policies.curtin.edu.au/legislation/statutes_rules.cfm)

Rule No. 11 Made Pursuant to Statute No. 12 – Enrolment: Degree of Master by Research

[http://policies.curtin.edu.au/legislation/statutes\\_rules.cfm](http://policies.curtin.edu.au/legislation/statutes_rules.cfm)