

2010 Scholarship Conditions of Award

(last updated: 28 September 2009)

Endeavour International Postgraduate Research Scholarship (IPRS), Monash International Postgraduate Research Scholarship (MIPRS), Vera Moore International Postgraduate Research Scholarship (VMIPRS), Monash Fee-Remission Scholarship (MFRS) and Monash International Postgraduate Research Scholarship (CRC-sponsored student).

1 Eligibility

1.1 General

Applicants must hold an Australian or New Zealand bachelors degree with first class honours, or qualifications and/or research experience deemed equivalent by the university. Applicants must also satisfy the English language proficiency levels set by the university.

Applicants must meet international student visa requirements as specified by the Department of Immigration and Citizenship (DIAC), including the requirement to purchase and maintain a standard Overseas Student Health Cover policy approved by the Commonwealth Government Department of Health and Ageing.

Awards will not be available to those who, as a result of prior candidature would be entitled to a maximum tenure of less than 12 months.

Awardees may concurrently receive a stipend or living allowance from any source, except a scholarship under any other Commonwealth Government scholarship scheme or any other scholarship scheme to which the Commonwealth Government makes a substantial contribution.

Awards will not be available to those who:

- are in receipt of another equivalent award/scholarship/salary offering similar benefits;
Note: "Salary" refers to time release for full-time candidature on salary
- are enrolled or are intending to enrol as a research candidate under Monash's external mode regulations.

1.2 Endeavour International Postgraduate Research Scholarship (IPRS)

Applicants who are citizens of all overseas countries, except New Zealand, and who are commencing a full-time research masters degree, PhD or research professional doctorate are eligible to apply. Applicants must be undertaking study in a subject area identified by the university as one of its areas of research concentration. Applicants who commenced their research candidature in 2009 may be considered for an IPRS only if they were unable to apply for a scholarship in the last selection round.

Applicants who commenced a higher degree by research at an Australian institution and terminated that enrolment within six months of commencement may also be considered for an award.

Awards will not be available to those who:

- have already completed a PhD or research professional doctorate deemed the equivalent of an Australian PhD or research professional doctorate by the university;
- have already completed a research masters degree deemed the equivalent of an Australian research masters degree by the university and who wish to undertake another research masters degree;
- have previously held an IPRS for a PhD or research professional doctorate;
- have previously held an IPRS for a research masters degree unless that degree was completed and the second IPRS is for a PhD or research professional doctorate.
- have held an Australian Agency for International Development scholarship within the two years prior to commencement of their award.

1.3 Monash International Postgraduate Research Scholarship (MIPRS), Vera Moore International Postgraduate Research Scholarship (VMIPRS), Monash Fee-Remission Scholarship (MFRS) and Monash International Postgraduate Research Scholarship (CRC-sponsored student)

Applicants who are citizens of all overseas countries, excluding New Zealand, and who are intending to undertake, or who are currently enrolled for a full-time research masters degree, PhD or research professional doctorate are eligible to apply.

Awards will not be available to those who:

- have already completed a PhD or research professional doctorate deemed the equivalent of an Australian PhD or research professional doctorate by the university, unless the proposed research area for the second PhD or professional doctorate is significantly different to the prior PhD or professional doctorate;
- have already completed a research masters degree deemed the equivalent of an Australian research masters degree by the university, unless intending to undertake a PhD or research professional doctorate;
- have previously held a MIPRS, VMIPRS, MFRS or MIPRS (CRC-sponsored student). An exception may be made in the case of a PhD or research professional doctorate candidate where the prior award was for a research masters degree.
- have held an Australian Agency for International Development scholarship within the two years prior to commencement of their award, unless an exemption is granted by AusAid (Canberra).

2 Nature of award

The scholarship is provided to cover the tuition fees set by Monash and payable by the awardee for each year of the course. The IPRS, MIPRS and VMIPRS scholarships also meet the cost of standard Overseas Student Health Cover for the awardee, their spouse and any dependants. Awardees in receipt of a MFRS and MIPRS (CRC-sponsored student) are required to meet the cost of Overseas Student Health Cover (OSHC).

3 Duration and conversion of award

3.1 Duration of award

The maximum duration is three years for PhD or research professional doctorate studies and two years for masters studies.

The duration of an award will be reduced by any periods of study undertaken towards the degree prior to the commencement of the award or taken during the suspension of the award.

A doctoral candidate making satisfactory progress may apply for an extension of up to six months where research has been delayed by circumstances beyond the candidate's control and where such delays could not have been reasonably anticipated at the commencement of candidature (eg where a change of research direction has occurred that was outside the control of the student and Monash University). Extensions beyond this period, which bring the total length of the course to a maximum of four years, will be at the discretion of the Research Graduate School Committee and will only be granted in the most exceptional circumstances.

IPRS, MIPRS, VIPRS, MFRS and MIPRS (CRC-sponsored student) awardees undertaking a masters degree are not entitled to an extension.

The award should be taken up by 31 March of the year for which the offer is made. Where employment commitments or circumstances beyond the awardee's control prevent an awardee from taking up the scholarship by this date, the holder may be permitted to commence later, but must begin by 30 June, or the offer will be withdrawn. Formal approval for a late start must be sought from the Research Graduate School Committee.

Tenure is always subject to satisfactory progress and terminates upon withdrawal from the course of study, completion of the prescribed course of study, or on the submission of a thesis for examination.

3.2 Conversion between masters and doctoral studies

If a masters candidate is permitted to upgrade candidature to a PhD or research professional doctorate, the award, upon application by the holder (and prior to its termination) will be extended to the maximum duration for a doctoral degree. Similarly, a PhD or research professional doctorate award may be converted to a masters research award in circumstances deemed appropriate by the Research Graduate School Committee. The maximum duration then becomes that for the new degree.

An awardee who completes a research masters while on a MIPRS or VMIPRS may continue on his/her scholarship for doctoral studies (for the total maximum period allowed ie 3.5 years including the period of support while a masters candidate) provided there is no interval between masters and doctoral candidature, or that such interval is covered by suspension of the scholarship. As a scholarship normally expires on submission of a thesis for examination, the awardee must ensure that the progression to a doctorate, or suspension of the scholarship is arranged before the masters studies are completed.

An awardee who completes a research masters while on an IPRS cannot use the remainder of the award for the first part of their doctoral degree.

4 Overseas Student Health Cover (IPRS, MIPRS and VMIPRS only)*

Awardees, their spouse and dependants under the age of 18 years are covered for the cost of a standard OSHC policy approved by the Commonwealth Government Department of Health and Ageing.

The Monash Research Graduate School arranges payment of the standard Overseas Student Health Cover (OSHC) through WorldCare Assist for new commencing students for the duration of their student visa.

*Awardees in receipt of a MFRS and MIPRS (CRC-sponsored student) are required to pay for Overseas Student Health Cover as this is not covered under the award.

5 Student visa requirements

On receipt of the written acceptance of the scholarship offer and notification of pre-visa assessment (PVA) approval from the Australian Embassy (where applicable), the university will provide the awardee with an electronic Confirmation of Enrolment (eCOE) to enable the awardee to obtain a student visa to enter Australia. The eCOE will not be sent until written acceptance of the scholarship has been received. It is the responsibility of awardees to ensure that they hold a valid visa while in Australia.

Awardees in receipt of a MFRS and MIPRS (CRC-sponsored student) will be required to make a payment for Overseas Student Health Cover prior to receiving an eCOE.

6 Research allowance – VMIPRS awardees ONLY

A research allowance of up to \$550 per annum may also be payable to VMIPRS awardees. There is no provision for a research allowance for IPRS and MIPRS awardees. Research expenses are those consumable items such as journal subscriptions, expenses associated with conference attendance/study away from the university, lab expenses and thesis costs exceeding the maximum thesis allowance entitlement. In some cases, claims for non-consumable items such as books and computer equipment may also be approved. Normally such non-consumable items would become the property of the awardee's academic department. All claims must be directly related to the awardees area of research.

7 Employment

An award holder is permitted, with the approval of their main supervisor, to undertake a strictly limited amount of paid employment throughout the year, being no more than 15 hours of work on average in any one week. Up to a maximum of six hours only on average of this employment may be undertaken during normal working hours (9 am – 5 pm Monday to Friday). However, this may be extended to a maximum of eight hours if the employment is limited to one weekday.

The candidate's supervisor/s must be satisfied that any part-time work undertaken does not interfere with the candidate's study program and progress.

International students need to be aware that the employment restrictions outlined above apply even though a student visa permits students to work up to 20 hours a week.

There is no limit on how much income an awardee can receive from part-time work.

8 Residency

Awardees are required to reside within daily commuting distance to a Victorian campus to allow frequent and systematic use of university facilities, including use of physical resources, formal research training and daily face-to-face contact with supervisors if required. If the research program requires study away from the university for protracted lengths of time, the same conditions as *Study away from Monash* will apply.

9 Study away from Monash

If the head of the department or the dean of the faculty certifies that it is necessary to pursue fieldwork or undertake research which is an integral part of the research program, the award may be tenable away from Monash for up to 12 months, or for other special cases, 18 months for doctoral students. A shorter period of study away may be approved for masters by research students. At all other times, awardees are expected to reside at a location that will allow daily attendance on campus.

9.1 Research overseas

Approval of paid overseas study will only be granted if adequate supervision can be maintained and the awardee remains enrolled.

The award holder will not generally be allowed to undertake approved overseas study in the first six months of scholarship tenure. Candidature undertaken prior to the taking up of the scholarship will be taken into account in determining the earliest date on which the awardee may pursue overseas study on pay.

All absences overseas, for whatever period, need to be reported to the Research Graduate School Committee (except for approved annual leave).

9.2 Study away from Monash (within Australia)

Subject to the appropriate masters and PhD or research professional doctorate candidature regulations, an awardee may be permitted to conduct a strictly limited portion of the research at research sites, organisations and research institutions outside Monash.

The award holder will not generally be allowed to undertake research at research sites, organisations and research institutions outside Monash in the first six months of scholarship tenure.

At all other times, with the exception of approved research overseas, awardees are expected to reside at a location that will allow daily attendance on campus.

When periods of inter/intra-state research/fieldwork exceed a consolidated six-week period, a request for study away from the university should be made. Shorter periods should be reported on the awardee's annual progress report.

10 Other courses

Since the award is made for full-time study an award holder may not engage concurrently in any academic course of study leading to a qualification which is not an essential part of the award holder's postgraduate program.

11 Suspension

The award holder will not generally be allowed to suspend in the first six months of scholarship tenure.

The total period of suspension (leave of absence) from the award during its tenure may generally not exceed 12 months.

However, in circumstances beyond the awardee's control (for example, equipment breakdown, lack of supervision, unavoidable delays between the submission of a masters thesis and commencement of PhD or research professional doctorate candidature, prolonged illness, etc.) a suspension in the first six months of candidature may be permitted. In special cases, an additional period of suspension may also be sought beyond the 12 months normally permitted.

The total period of suspension is normally added to the original scholarship tenure, subject to the provision below.

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

An award will be terminated if the awardee does not resume study at the conclusion of a period of suspension or fails to make arrangements to extend that period of suspension.

Awardees must seek advice from Health Wellbeing and Development as to the effect that a period of suspension may have on visa regulations. OSHC will not continue during a period of suspension.

12 Penalties

The Research Graduate School Committee will impose penalties for non-compliance with scholarship conditions. This may include for example, suspension of award and/or a reduction in the maximum tenure of the award.

13 Termination

The award will be terminated on the day the thesis is submitted for examination or at the end of the award, whichever is earlier. It is the awardee's responsibility to advise the Monash Research Graduate School if the thesis is *submitted for examination* prior to the expiration of the award.

Awards will be terminated before this time:

- if, in the opinion of the institution, the course of study is not being carried out with competence and diligence or in accordance with the offer of the award, and no suitable alternative arrangements can be made for continuation of the degree;
- if it is determined that the awardee has not fulfilled his/her obligations, has not met the eligibility criteria or is not making satisfactory progress;
- when the awardee ceases to be a full-time student engaged in full-time research;
- on completion of the course, or the death, incapacity, resignation or withdrawal of the student;
- if the awardee has been found guilty of academic misconduct;
- if the awardee does not resume study at the end of a period of suspension, or does not make arrangements to extend that period of suspension;
- if the awardee does not resume study at Monash at the end of a period of study away from the university, or does not make arrangements to extend that period of study away;
- if the awardee accepts another equivalent award, scholarship or salary to undertake their research degree;
- if the awardee's probationary candidature is not confirmed;
- on the granting of permanent resident status to the student. Awardees will be required to meet the tuition fees owing, where they fail to advise the Monash Research Graduate School of any change in visa status;
- if the awardee's probationary candidature is not confirmed;
- if the awardee converts to external candidature or writing up away;
- if the awardee fails to maintain their enrolment or fails to re-enrol.

If a scholarship is terminated, it cannot be re-activated unless the termination occurred in error.

14 Monash's obligations to awardee

14.1 Supervision

A code of practice for supervision of doctoral and research masters candidates has been drawn up by the Research Graduate School Committee in consultation with the Monash Postgraduate Association.

14.2 Right of appeal

Awardees have the right of appeal against decisions made in relation to the tenure of the award. Such mechanisms are in place and an awardee should consult with the supervisor or head of department in the first instance.

14.3 Code of ethical practice

Monash University endorses the Code of Ethical Practice in the Provision of Full Fee Courses to Overseas Students by Australian Higher Education Institutions.

14.4 Facilities

Awardees have adequate facilities to undertake the proposed research program.

15 Award holder's contract with university

15.1 Pursuit of research program

The awardee shall diligently and to the best of his/her ability apply himself/herself to the successful completion of the degree.

15.2 Ethics and Occupational Health and Safety guidelines

The awardee shall abide by the National Health and Medical Research Council (NHMRC) codes on human and animal experimentation, the Australian Government's Recombinant DNA Monitoring Committee, and rulings of the relevant university safety and ethics committees.

15.3 Social Science Data Sets

Machine readable data arising from social sciences research should, within two years, be lodged with the Australian Consortium for Social and Political Research Inc (ACSPRI) or other appropriate repository.

15.4 Regulations and statutes

An award holder is required to conform to Monash's regulations and statutes (refer to www.monash.edu.au/pubs/calendar/statutes). Attention is drawn in particular to Statutes 4.1, 5.2, 5.3, 6.3, and 11.2 and regulations made thereunder, including PhD or research professional doctorate and masters candidature regulations and intellectual property matters.

With specific reference to the postgraduate award the awardee must notify the Research Graduate School Committee of:

- an intention to leave Australia for reasons other than approved annual leave;
- discontinuance of full-time studies in the approved postgraduate course;
- submission of a thesis for examination;
- absence for any reason for a period of 14 days or longer from study, except on approved annual leave;
- a change in visa status;
- the award of another Commonwealth or other Government award/or other award offering similar benefits.

Research evaluation project

The university is required to ensure that candidates and their supervisors are available to contribute to and participate in, any Australian Government Research Evaluation Program (REP) exercise relating to their projects during, and for a reasonable period after the conclusion of their project.

15.6 Acknowledgments, publications and publicity

Subject to commercial sensitivities or intellectual property considerations, the outcomes of research projects are expected to be communicated to the research community and, where appropriate and possible, to the community at large.

16 Annual progress reports

Awardees shall submit each year through their supervisor and the head of the department or dean of the faculty a report of their progress during the year.

17 Transfer

17.1 General

Awards won in competition at one institution cannot be taken up at another.

17.2 Transfer of MIPRS, VMIPRS, MFRS and MIPRS (CRC-sponsored student)

A MIPRS, VMIPRS, MFRS and MIPRS (CRC-sponsored student) award cannot be transferred to another institution.

17.3 Transfer of IPRS

The DEEWR guidelines that apply to students who commenced their IPRS from 2007 onwards do not allow the transfer of an IPRS to another institution. An institution may agree to award an IPRS to a student transferring provided the institution has IPRS grant amounts available.