

Application for Thesis Allowance

for APA, APA(I), MGS, MSJS, SJMcN and NHMRC Only

The information on this form is collected for the primary purpose of processing your claim for thesis allowance. Other purposes of collection include attending to administrative matters, corresponding with you and statistical analyses. If you choose not to complete all of the questions on this form, it will not be possible for Monash University to provide a thesis allowance. You have a right to access personal information that Monash University holds about you, subject to any exceptions in relevant legislation. If you wish to seek access to your personal information, please contact the University Privacy Officer on 9905 6011.

Conditions

1. Awardees may claim reimbursement towards the cost of thesis preparation.
2. The allowance is payable for up to six (6) copies of the thesis.
3. Thesis Allowance payable: Up to \$420 for a Master thesis and up to \$840 for a PhD or research professional doctorate thesis.
4. Awardees must claim reimbursement **within six months** of initial thesis submission. As the examination process may extend beyond six months from the time of submission, do not wait for final approval of your thesis before lodging your claim.
5. The initial thesis submission must be within two years of the termination of your APA, APA(I), MGS, MSJS, SJMcN or NHMRC award.
6. Subsequent claim for resubmission or lodgement of hardbound copies must be submitted within six months of resubmission or lodgement of hardbound copies following notification that the awardees have met the requirement of the degree.
7. Thesis allowance does not include costs such as the purchase of computer equipment.
8. **ORIGINAL TAX INVOICES** must be attached. The invoice must clearly state Tax Invoice, ABN number, GST amount, company name and address. NOTE: Please keep copies of your receipts/invoices as they will not be returned.
9. Students who have NOT held a scholarship or held a scholarship OTHER than an APA, APA(I), MGS, MSJS, SJMcN or NHMRC are **NOT ELIGIBLE** for this allowance.

Personal details

Scholarship: APA APA(I) MGS MSJS SJMcN NHMRC

MDS/MRS and faculty scholarship awardees must contact their department/faculty regarding thesis allowance.

Student ID: Course: _____

Surname: _____ Title: _____

Given Name: _____

Department: _____

Mailing Address for cheque reimbursement:

Post Code: _____

Home Phone: Work: Mobile:

Email: _____

Please turn over

Details of claim

Are you claiming for:

- | | | |
|--|-------------|----|
| 1. Initial submission of thesis | Date: _____ | or |
| 2. Lodgement of hardbound copies (after meeting requirement of degree) | Date: _____ | or |
| 3. Resubmission of revised thesis | Date: _____ | |

Please Note: You must claim within six months of these dates and your initial thesis submission must be within two years of the termination of your APA, APA(I), MGS, MSJS, SJMcN or NHMRC award.

Section 3: Signature of student

Signature of Student: _____ Date: _____

This completed form should be submitted to:

Michelle Mei – Research Scholarships and Awards Officer
Monash Research Graduate School, Clayton Campus
Wellington Road, Monash University VIC 3800
Contact no: (61 3) 990 53009
Email: Michelle.Mei@adm.monash.edu.au