

International Postgraduate Research Scholarship (IPRS): Conditions of Award 2011

A. Purpose

1. International Postgraduate Research Scholarships (IPRS) are awarded to international higher degree by research applicants of exceptional research potential undertaking a higher degree by research (HDR) in Australia. IPRS are governed by the Federal Government's [Commonwealth Scholarship Guidelines \(Research\)](#).
2. The maximum value of an IPRS in a year is equal to:
 - i) the annual course cost, as determined by the University; plus
 - ii) the cost of a standard Overseas Student Health Cover policy approved by the Australian Government Department of Health and Aging and which covers the student and their spouse and dependents (if any) for the period of the IPRS.
3. An IPRS scholarship recipient will concurrently be awarded either an Australian Postgraduate Award or a University of Canberra Higher Degree by Research Stipend to assist with general living expenses.
4. An IPRS scholarship does not cover the cost of student union or amenities fees, costs associated with overseas fieldwork, bridging English language course or travel expenses associated with the relocation of the recipient to take up the award.

B. Eligibility

5. To be eligible for an IPRS, an applicant must:
 - have completed a Bachelor degree with First Class Honours, or be regarded by the University as having an equivalent level of attainment;
 - be enrolled, or be seeking to enrol, as a full-time candidate in a Doctor of Philosophy course at the University in the year for which the award is to be allocated;
 - intend to enrol in an area of research concentration. These are areas in which the University has particular strength including a concentration of research resources;
 - be a citizen of any overseas country except New Zealand, and not hold Australian citizenship or Australian permanent resident status; and
 - not have consumed more than 2.5 equivalent full-time study load (EFTSL) (i.e. have been enrolled in a maximum of 2.5 years full-time equivalent (FTE) study) in current enrolment in a higher degree by research at the time of applying for the IPRS.
6. An IPRS will not be awarded to a candidate who:
 - is in receipt of an equivalent award, scholarship or salary providing a benefit greater than 75% of the IPRS rate to undertake the HDR. Income earned from sources unrelated to the course of study is not subject to the 75% rule;
 - is on paid study leave;
 - holds a research doctorate or equivalent;
 - has held an Australian Agency for International Development (AusAID) scholarship within the two years prior to commencing the IPRS.

- is in receipt of any other scholarship under which course tuition fees are covered;
- has consumed more than 2.5 EFTSL in current enrolment in a higher degree by research at the time of applying for the IPRS.

C. Selection

7. Selection of IPRS recipients will be undertaken by the University Research Scholarships Committee on the basis of academic merit and research potential.

D. Visa Requirements

9. An IPRS award does not cover any medical costs associated with the issue or renewal of a student visa. It is the responsibility of the recipient to ensure they hold a valid visa while in Australia.

10. If a visa expires, the recipient may be removed from Australia.

E. Commencement

11. Recipients must accept both a place in the Doctor of Philosophy course as well as the scholarship by the date specified in the offer letter. Recipients must enrol in the course detailed on the offer letter within three months of the date of offer.

12. Following acceptance of an IPRS, a recipient must register in person with the Research Students' Office.

13. Recipients must be enrolled full-time and must maintain enrolment for the duration of the IPRS.

F. Duration of Scholarship

14. The duration of a full-time IPRS is three years for a candidate undertaking a Doctor of Philosophy course.

15. Scholarship recipients will be assessed formally no less than annually through the Annual Progress Report process for continued eligibility of their awards.

16. The duration of an IPRS will be reduced by any period of study undertaken:

- towards the degree prior to the commencement of the IPRS: or
- towards the degree during suspension of the IPRS.

Extensions

17. IPRS recipients (doctoral candidates only) may apply to the Research Students' Office for an extension of the scholarship for up to six months of tuition fee payment. In exceptional circumstances, IPRS recipients may then apply for an additional six months extension. A second six-month extension will not be approved if work has not progressed during the first extension.

18. Applications for extension of a scholarship must demonstrate that the recipient's progress has been delayed because of circumstances beyond the recipient's control that relate solely to the research project, and that the recipient's progress is otherwise satisfactory. Applications must include a detailed research timeline demonstrating a planned completion within the extension period.

19. Ill health, employment commitments and other non-academic circumstances are not considered as reasons for IPRS extension.

20. Applications for extension of an IPRS must be endorsed by the Chair of the supervisory panel and Associate Dean Research (or delegate) of the Faculty or Director of the URC.
21. No additional leave entitlements are included in an extension to an IPRS.

Course transfer between research degrees

22. IPRS recipients may apply to transfer from a Doctor of Philosophy to a Professional Doctorate (research) course or from a Doctor of Philosophy to a Masters by Research course during the tenure of the scholarship, providing that they are making satisfactory progress and in accordance with the University's *Higher Degree by Research Enrolment and Changes to Candidature Policy*. Applications for transfer will be reviewed by the Associate Dean Research (or delegate) of the relevant Faculty or Director of the relevant URC on a case-by-case basis.
23. The maximum scholarship duration for a Masters by Research is 2 years full time equivalent (FTE). The duration of the award will be adjusted to reflect a transfer from a Doctor of Philosophy to a Masters by Research course and to take into account time enrolled in a HDR course. IPRS recipients who transfer to a Masters by Research course are not eligible to apply for an extension to the scholarship.

Leave without stipend

24. Any suspension of an IPRS should occur in conjunction with approval of intermission from study for the same time period (see *Higher Degree by Research Enrolment and Changes to Candidature Policy* for the University's policy for HDR intermission). Periods of study undertaken towards the degree during suspension of the IPRS will be deducted from the duration of the scholarship.
25. IPRS recipients may apply for a suspension of their award for a period totalling up to twelve months. Recipients considering applying for a suspension must seek advice from the Commonwealth Department of Immigration and Citizenship (DIAC) in relation to the effect that a period of suspension may have to visa regulations. Any suspension of study must comply with the [National Code of Practice for Registration Authorities and Providers of Education and Training to Overseas Students 2007](#) (the *National Code 2007*) established under the [Educational Services for Overseas Students Act 2000](#) (the *ESOS Act 2000*).
26. All applications for leave without stipend must be submitted via the [Application for Intermission Form](#) to the Research Students' Office and must be accompanied by medical certification supporting the case for suspension. Applications must have the Chair of the Supervisory Panel's endorsement and the approval of the Associate Dean Research (or delegate) in the Faculty or Director in the URC.
27. If intermission from study and suspension of scholarship are approved, an IPRS recipient's end date will be adjusted and increased by the number of days leave taken.
28. IPRS recipients must notify the Research Students' Office at least three weeks prior to resuming study following a period of intermission from study.
29. IPRS recipients who suspend their studies without notifying the Research Students' Office through the process of applying for intermission will be required to repay any award payments to which they were not entitled.

G. Employment and other funding

30. Consistent with the conditions of the student visa, an IPRS recipient is permitted to:
 - obtain funds for fieldwork, equipment or other expenses not covered by the IPRS;

- obtain funding for overseas travel costs from any other source;
- receive income derived from part-time work as long as employment complies with visa conditions and does not impact detrimentally on the recipient's progress in the course. The University expects scholarship recipients to engage in their research work in a full time capacity (35 hours a week), for at least 48 weeks a year. The University requires that part-time work during the hours of 9am to 5pm Monday to Friday should not exceed an average of 8 hours a week.

H. Transfer of Award

31. The University's expectation is that a recipient of an award won in a competitive process at University of Canberra will complete his or her candidature at the University.
32. Only in exceptional circumstances (such as the primary supervisor leaving the University with no suitable replacement) will the University support the transfer of an IPRS award to another provider, or vice versa.
33. IPRS recipients who transfer their candidature to another Australian university may continue to receive their IPRS only if their new university agrees to its continuation and subject to the new university having sufficient support.
34. Transfer arrangements must be agreed to between institutions, subject to the recipient being offered a higher degree by research place at the new university.
35. IPRS recipients who wish to transfer their candidature to the University of Canberra from another university may apply to transfer their IPRS award concurrently on their application for entry into the UC course. The University may agree to the continuation of the IPRS in the following circumstances:
 - the University is in a position to support the remaining IPRS duration;
 - the candidate meets UC policy on HDR admissibility (see *Admissions to Higher Degree by Research Courses Policy*) and the scholarship criteria as per this policy.
 - the candidate meets the criteria for awarding as set out in Chapter Two of the *Commonwealth Scholarship Guidelines (Research)*.
 - the candidate meets the scholarship ranking standards applied in the previous application round for IPRS scholarships.

I. Termination of Award

36. The IPRS will be terminated two weeks after the award holder's thesis is submitted or when the award expires, whichever is earlier. Awards will be terminated before this time:
 - if the recipient ceases to meet the eligibility criteria specified in Section B of this Schedule;
 - if, in the opinion of the University, the course of study is not being carried out with competence and diligence or in accordance with the offer of the IPRS;
 - when a recipient ceases to be a full-time student;
 - if the recipient does not resume study at the conclusion of a period of suspension of study and approval has not been obtained from the University to extend that period suspension; or

- if the recipient has committed serious misconduct, including, but not limited to the provision of false or misleading information in relation to the IPRS.

37. If the award is terminated, it cannot be reactivated unless the termination occurred in error.

J. Reporting on Progress

38. IPRS recipients must provide all reports required by the University including an annual progress report submitted through the Chair of the Supervisory Panel and the Associate Dean Research (or delegate) of the Faculty or Director of the URC. If the University does not consider that progress is satisfactory the IPRS will be terminated and/or the candidate placed on probation.

K. Responsibilities

<i>Role</i>	<i>Action</i>
Chair of the Supervisory Panel (prospective or current)	<ul style="list-style-type: none"> • Assess relevant applications according to the University's HDR scholarship ranking criteria and provide completed documentation to the Associate Dean Research (or delegate) of the Faculty or Director of the University Research Centre (URC) • Report immediately to the Associate Dean Research (or delegate) or Director any failure by recipient to make satisfactory progress in his or her course or to abide by the regulations governing the course and the scholarship conditions • Monitor employment and hours worked by the recipient. • Review recipient's application for extension to scholarship before endorsement • Review recipient's application for leave without stipend before endorsement
Associate Dean Research or Director	<ul style="list-style-type: none"> • Complete the Faculty or URC's assessment of applications for scholarships • Ensure the Faculty is represented by a delegate at each University Research Scholarships Committee meeting • Act upon any failure by a scholarship recipient to make satisfactory progress in his or her course or to abide by the regulations governing the course and the scholarship conditions • Review recipient's application for extension to scholarship before approval • Review applications for transfer of course • Review recipient's application for leave without stipend before approval
University Research Scholarships Committee	<ul style="list-style-type: none"> • Review all applications and award scholarships based on the University's ranking criteria
Research Students' Office	<ul style="list-style-type: none"> • Receive applications for scholarships and facilitate the assessment, review and award process • Advise successful applicants of their award • Enrol successful applicants into their course • Process any changes to candidature that will impact upon award conditions, including suspensions of award and course transfers • Record award recipient's progress through the course via the Annual Progress Report process
Manager, Research Students' Office	<ul style="list-style-type: none"> • Review and approve applications for extensions to award