

WJ Weeden Research Stipend Top-up: Conditions of Award 2012

A. Purpose

1. WJ Weeden Research Stipend Top-ups (Weeden Top-ups) are awarded to applicants of exceptional research potential who have received an eligible stipend scholarship from the University and are undertaking a higher degree by research (HDR).
2. These top-up were made possible by a generous donation to the University from the late Mr W J Weeden, OBE, who was for many years a member of Council.

B. Eligibility

3. To be eligible for a Weeden Top-up, an applicant must:
 - meet the University's eligibility requirements for an Australian Postgraduate Award, A WJ Weeden Research Stipend Scholarship or an International Postgraduate Research Scholarship;
 - be a domestic or international applicant to a Doctor of Philosophy course at University of Canberra; 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 scholarship.
4. A Weeden Top-up will not be awarded to a candidate who:
 - is on paid study leave;
 - holds a research doctorate or equivalent; or
 - has consumed more than 2.5 EFTSL in current enrolment in a higher degree by research at the time of applying for the Weeden Top-up.

C. Selection

5. Selection of Weeden Top-up recipients will be undertaken by the University Research Scholarships Committee on the basis of academic merit and research potential.
6. The Weeden Top-ups will be awarded to the highest ranked applicants (in merit-based order according to the University's HDR scholarship ranking criteria) in the University's annual HDR scholarship round.

D. Commencement

7. Recipients must accept both a place in the Doctor of Philosophy course as well as the scholarship and Weeden Top-up 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.
8. Awardees who receive an award and subsequently cease study will be ineligible to apply again.

E. Value of the Weeden Top-up

9. A Weeden Top-up carries an annual value of \$8,000 per annum. The level of the top-up will not be reduced during the period of the award.
10. The Weeden Top-up will be included in the fortnightly stipend instalments that the recipient will receive from their accompanying stipend scholarship. Payment is calculated from the

date upon which the recipient commences enrolment in the HDR course (if a newly enrolling candidate) or the date of approval by the University Research Scholarships Committee for a continuing candidate.

F. Duration of Scholarship

- 11. The Weeden Top-up will be available for three years as a supplement to the recipient's stipend scholarship payments.
- 12. The duration of a Weeden Top-up may be extended in the circumstance where the recipient has been successful in an application for extension to their stipend scholarship.
- 13. No leave entitlements or additional allowances are included in a Weeden Top-up.

M. Reporting on Progress

- 14. Weeden Top-up 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 Weeden Top-up may be terminated and/or the candidate placed on probation.

N. 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.
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 applications for transfer of course for recipients.
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 and liaise with the Finance Office to establish and manage stipend and leave payments • Process any changes to candidature that will impact upon award conditions and/or stipend payments, including leave entitlements • Record award recipient's progress through the course via the Annual Progress Report process