Conditions of Award

**Purpose**

1.1 The Deepwater Higher Degree by Research Scholarship is awarded to an applicant of exceptional research potential undertaking a Doctor of Philosophy (PhD) on the molecular mechanisms of metastatic cancer. The scholarship is provided to assist with general living costs through the provision of a stipend.

**Eligibility**

1.2 To be eligible for the Deepwater Higher Degree by Research Scholarship, an applicant must:
   a. have completed a Bachelor degree with First Class Honours, or be regarded by the University as having an equivalent level of attainment;
   b. be enrolled, or seeking to enrol, as a full-time candidate in a Doctor of Philosophy course at the University undertaking research on the molecular mechanisms of metastatic cancer; and
   c. be an Australian or New Zealand citizen; or an Australian permanent resident; or an international student eligible to study in Australia on an international student visa.

1.3 The scholarship 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 stipend rate to undertake the HDR course. Income earned from sources unrelated to the course of study is not subject to the 75% rule.

**Selection**

1.4 Selection for the Deepwater Higher Degree by Research Scholarship will be undertaken by the University Research Scholarships Committee on the basis of academic merit and research potential.

1.5 A scholarship will not be awarded if there is no applicant of sufficient merit.

1.6 Application, selection and offer processes for Higher Degree by Research scholarships are detailed in the [*HDR Scholarship Application and Assessment Procedures*](#).

**Commencement**

1.7 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.

**Stipend rate**

1.8 The annual rate of the Deepwater Higher Degree by Research Scholarship stipend will be at least that of the University of Canberra Australian Government Research Training Program (RTP) Stipend Scholarship (full-time minimum rate), and will be indexed annually in line with the RTP Stipend Scholarship rate. The level of the stipend will not be reduced during the period of award.
1.9 The scholarship does not cover the cost of student union or amenities fees, costs associated with overseas fieldwork or bridging English language courses.

**Duration**

1.10 The duration of the Deepwater Higher Degree by Research Scholarship will be three years (full-time).

1.11 The duration of the scholarship will be reduced by any period of study undertaken towards the degree prior to the commencement of the scholarship (including study undertaken towards a Master by Research course if the student has upgraded to PhD, or study undertaken at another institution towards a higher degree by research course).

1.12 Periods of University-approved leave as prescribed in these conditions will extend the end date of the Deepwater Higher Degree by Research Scholarship by the number of days approved.

1.13 No extension will be granted beyond three years.

**Part-time study**

1.14 The University may approve a part-time stipend for a domestic recipient only if the recipient has exceptional circumstances.

1.15 For the purpose of part-time study, the University must be satisfied that the exceptional circumstances relate to significant caring commitments or health condition, including:
   a. being the primary carer of a pre-school child;
   b. being the primary carer of a school-aged child and a sole parent with limited access to outside support;
   c. being the primary carer for an invalid or disabled spouse, child or parent; or
   d. the recipient has a health condition which makes full-time enrolment impossible or unreasonably onerous (appropriate documentation relevant to the condition is required).

1.16 Stipends for part-time stipend scholarships are not tax exempt.

1.17 If a scholarship recipient is approved to undertake their HDR course part-time, their part-time Deepwater Higher Degree by Research Scholarship rate will be 50 per cent of the full-time stipend rate.

1.18 Leave entitlements will be calculated on a pro-rata basis for candidates approved to undertake their course part-time.

1.19 A scholarship recipient approved to study part-time may revert to full-time study at any time with the permission of the University. Approval for part-time enrolment only applies while the circumstances specified in the application remain in effect.
Continuing eligibility

1.20 Deepwater Higher Degree by Research Scholarship recipients must remain enrolled in a PhD course and meet all progress requirements of the course in accordance with the HDR Progress and Milestones Policy to maintain eligibility for the scholarship.

Paid leave entitlements

1.21 The duration of the scholarship will be extended by periods of approved leave.

Recreation leave

1.22 Scholarship recipients are entitled to twenty days paid recreation leave for each year of the award and this may be accrued over the tenure of the award. Any unused leave remaining when an award is terminated or completed will be forfeited.

Sick Leave

1.23 Scholarship recipients may take up to ten days paid sick leave a year within the tenure of the award and this may be accrued over the duration.

1.24 Recipients may also receive additional paid sick leave of up to a total of 12 weeks during the duration of the scholarship for medically substantiated periods of illness lasting longer than ten days. The duration of the scholarship will be extended by that period.

1.25 Sick leave entitlements may also be used to cover recipients with family responsibilities for caring for sick children or relatives upon presentation of appropriate documentation relevant to the condition.

1.26 Sick leave claims must be made within 30 days of the end of the period of illness and appropriate documentation relevant to the condition must be provided to the HDR Support Team within three weeks of the leave request.

1.27 All leave entitlements will be forfeited once the scholarship has ended.

Maternity or Parenting Leave

1.28 Scholarship recipients who have completed twelve months of their award are entitled to a maximum of 12 weeks paid maternity leave during the tenure of their award. Paid maternity leave may also be approved if a recipient has adopted a child.

1.29 Scholarship recipients who are partners of women giving birth and who have completed 12 months of their award are entitled to a period of ten days paid parenting leave at the time of the birth (to be taken during the period one week before the birth and five weeks after the birth of the child).

1.30 A medical certificate including the anticipated date of birth must be submitted to the HDR Support Team at least six weeks before leave is planned.
1.31 Recipients who have not completed twelve months of their award may access unpaid maternity leave through the award’s suspension provision.

**Leave without stipend**

1.32 The scholarship will be suspended during approved intermission or unpaid leave from candidature.

1.33 In the case of a recipient who is studying on an international student visa, any temporary suspension of enrolment must be in accordance with the relevant sections of 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*).

1.34 Scholarship recipients may apply for a temporary suspension of their scholarship for a period totalling up to twelve months. In exceptional circumstances only (circumstances beyond the recipient’s control), recipients may apply for suspensions beyond 12 months.

1.35 If intermission from study and suspension of scholarship are approved, the scholarship recipient’s end date will be adjusted and increased by the number of days leave taken.

1.36 All applications for leave without stipend must be submitted via the *Application for Leave from Candidature Form* to the HDR Support Team and must have the Primary Supervisor’s endorsement and the approval of the Associate Dean Research in the Faculty or Director in the Research Institute.

1.37 Scholarship recipients must notify the HDR Support Team at least three weeks prior to resuming study following a period of intermission from study.

1.38 Scholarship recipients who suspend their studies without notifying the HDR Support Team through the process of applying for intermission will be required to repay any scholarship payments to which they were not entitled.

**Employment and other funding**

1.39 *Deepwater Higher Degree by Research Scholarship* recipients are permitted to:

a. obtain funds for fieldwork, equipment or other expenses not covered by the scholarship;

b. obtain funding for overseas travel costs from other Australian Government awards or any other source; and

c. receive income derived from part-time work as long as employment does not impact detrimentally on the recipient’s progress in the course and is consistent with the conditions of the student visa.

**Research at other organisations**

1.40 The University may approve the scholarship recipient to conduct some research or fieldwork at other organisations, including organisations outside the Australian higher
education system. In such cases, the University must ensure adequate support, supervision and training for the candidate at the other organisation. Approval must be provided by the Primary Supervisor and the Associate Dean Research of the Faculty or Director of the Research Institute.

1.41 Approval of a scholarship recipient conducting research work at organisations outside the Australian higher education system will only be granted if adequate supervision can be maintained and on the condition that the recipient maintains enrolment for that period in their HDR course.

1.42 Scholarship recipients will generally be permitted to conduct research project work overseas for up to 12 months of candidature, unless further time is deemed necessary by the Faculty or Research Institute.

Concurrent Study

1.43 A Deepwater Higher Degree by Research Scholarship recipient (during the duration of the scholarship) may not enrol in any academic course of study leading to a qualification which is not a course related to the recipient’s higher degree by research.

Termination of Scholarship

1.44 The Deepwater Higher Degree by Research Scholarship will be terminated after the first pay period following the recipient’s submission of the thesis for examination, or when the scholarship expires, whichever is earlier.

1.45 The scholarship will be terminated before this time:
   a. if the recipient ceases to meet the eligibility criteria specified in these conditions of award;
   b. 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 Deepwater Higher Degree by Research Scholarship;
   c. when a recipient ceases to be a full-time student in a case where approval has not been obtained from the University to hold the Deepwater Higher Degree by Research Scholarship on a part-time basis;
   d. if the recipient does not resume study at the conclusion of a period of intermission and approval has not been obtained from the University to extend that period of intermission; or
   e. if the recipient has committed serious misconduct, including, but not limited to the provision of false or misleading information in relation to the Deepwater Higher Degree by Research Scholarship.

1.46 If the scholarship is terminated, it cannot be reactivated unless the termination occurred in error.
Grievances

1.47 Grievances relating to academic or administrative actions or decisions taken by the University and its staff in relation to the Deepwater Higher Degree by Research Scholarship are to be resolved informally in the first instance.

1.48 If informal resolution is not possible, the procedures outlined in the Student Grievance Resolution Policy should be applied.