

## Conditions of Award for 2018

### Purpose

- 1.1 *Australian Government Research Training Program (RTP) Fees Offsets* are awarded to Higher Degree by Research (HDR) candidates by way of satisfaction of their liability to pay tuition fees.
- 1.2 *RTP Fees Offset Scholarships* are governed by the Australian Government's [Commonwealth Scholarship Guidelines \(Research\)](#).

### Eligibility

- 1.3 To be eligible for an *RTP Fees Offset*:
  - a. For an Australian or New Zealand citizen or an Australian permanent resident:
    - be enrolled or seeking to enrol in an accredited HDR course at the University.
  - b. For an international student:
    - be eligible to study in Australia on an international student visa,
    - be enrolled or seeking to enrol in an accredited HDR course at the University; and
    - as the result of a competitive selection process as determined by the University.
- 1.4 An *RTP Fees Offset* will not be awarded to a candidate who is in receipt of an equivalent award or scholarship from the Commonwealth designed to offset HDR fees.

### Selection

- 1.5 For domestic candidates, there is no selection process for the award of an *RTP Fees Offset*. Domestic applicants are considered automatically at application.
- 1.6 For international applicants, selection for the *RTP Fees Offset* will be undertaken by the University Research Scholarships Committee on the basis of academic merit and research potential. Application information for international students is detailed in the [HDR Scholarship Application and Assessment Procedures](#).
- 1.7 Priority may be given to certain groups of students, as determined by the Deputy Vice-Chancellor Research & Innovation.

### Value of support

- 1.8 An *RTP Fees Offset* removes the liability of a candidate to pay tuition fees for their HDR course.
- 1.9 The annual value of the *RTP Fees Offsets* will be the relevant tuition fee rate (domestic or international tuition fee) set by the University for the year of commencement in the HDR course. The level of the support will not be reduced during the period of the award.

1.10 The value of support will be detailed in the offer letter.

#### ***Duration***

1.11 For a candidate undertaking a PhD or Professional Doctorate, the *RTP Fees Offset* duration will be for a maximum of four years full-time or eight years part-time.

1.12 For Masters by Research candidates the period of support will be a maximum of two years full-time or four years part-time.

1.13 Periods of study already undertaken towards the course prior to the commencement of the *RTP Fees Offset* will be deducted from the duration of the period of support. The prior period of study will be calculated from the commencement date of the course.

1.14 Periods of University-approved leave as prescribed in these conditions will extend the end date of the *RTP Fees Offset* by the number of days approved.

#### ***Part-time study***

1.15 Domestic *RTP Fees Offset* recipients will automatically be eligible for RTP Fees Offset support at a part-time rate if an application for part-time study is approved, in accordance with the [Higher Degree by Research Enrolment and Changes to Candidature Policy](#).

1.16 International *RTP Fees Offset* recipients must comply with the conditions of their visa with regards to enrolment load, and any application for part-time study will be assessed in accordance with the [Higher Degree by Research Enrolment and Changes to Candidature Policy](#).

#### ***Extensions***

1.17 *RTP Fees Offsets* may not be extended beyond the maximum periods of duration detailed above.

1.18 Candidates who remain enrolled beyond the end date of their *RTP Fees Offset* will be liable for tuition fees for the remaining period of enrolment.

#### ***Change of topic or discipline***

1.19 RTP Fees Offset recipients are able to request a change in topic or research project in accordance with the [Higher Degree by Research Enrolment and Changes to Candidature Policy](#).

1.20 Scholarship recipients must advise the HDR Support team in writing of any change to their research project topic or title, to ensure that any change to field of education is recorded.

1.21 A significant change in topic may have implications on resources, supervisory arrangements and time to completion. Candidates who are enrolled beyond the period of support will be liable for tuition fees.

### ***Course transfer between research degrees***

- 1.22 *RTP Fees Offset* recipients may apply to transfer between research degrees in accordance with the University's [Higher Degree by Research Enrolment and Changes to Candidature Policy](#).
- 1.23 A course transfer that impacts the progress of a student resulting in enrolment beyond maximum durations detailed in 1.11 and 1.12 will not result an extension of *RTP Fees Offset*.

### ***Concurrent study***

- 1.24 An *RTP Fees Offset* recipient may apply for concurrent enrolment in another course in accordance with the [Higher Degree by Research Enrolment and Changes to Candidature Policy](#).

### ***Employment***

- 1.25 *RTP Fees Offset* recipients are permitted to work as long as employment does not impact detrimentally on the recipient's progress in the course.
- 1.26 International candidates approved for an *RTP Fees Offset* must comply with the conditions of their student visa with regards to employment.

### ***Leave***

- 1.27 In the case of a recipient who is studying on an international student visa, a 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*).
- 1.28 Approval of suspension of studies (intermission or leave) will result in automatic suspension of the *RTP Fees Offset* for the same period.
- 1.29 If leave or intermission from study is approved, and therefore suspension of *RTP Fees Offset*, the candidate's end date will be adjusted and increased by the number of days leave taken.

### ***Research at other organisations***

- 1.30 The University may approve *RTP Fees Offset* recipients conducting research or fieldwork at other organisations, including organisations outside the Australian higher education system (including placements and internships). 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.

- 1.31 Approval of an *RTP Fees Offset* 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.
- 1.32 *RTP Fees Offset* recipients will generally be permitted to conduct research project work external to the University for up to 12 months of candidature, unless further time is deemed necessary by the Faculty or Research Institute.
- 1.33 Periods of research undertaken at another organisation will not extend the maximum period of support detailed at 1.11 and 1.12.

#### *Transfer to University of Canberra*

- 1.34 Domestic *RTP Fees Offset* recipients who wish to transfer their candidature to University of Canberra from another university will be automatically considered on application for entry to the UC course.
- 1.35 *RTP Fees Offset* recipients who are international students will be required to be assessed as part of a competitive selection process, as determined by the University.
- 1.36 Periods of study undertaken at another institution supported by an *RTP Fees Offset* will be used to calculate the remaining RTP duration allowable for enrolment in a UC course.

#### *Termination of Award*

- 1.37 The *RTP Fees Offset Scholarship* will be terminated on submission of the thesis for examination, or at the end of the maximum duration period stated at 1.11 and 1.12, whichever is earlier.
- 1.38 Awards will be terminated before this time:
- if the recipient ceases to meet the eligibility criteria specified in these conditions of award;
  - 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 *RTP Fees Offset*; or
  - if the recipient has committed serious misconduct, including, but not limited to the provision of false or misleading information in relation to the *RTP Fees Offset*.

#### *Grievances*

- 1.39 Grievances relating to academic or administrative actions or decisions taken by the University and its staff in relation to the *RTP Fees Offset* are to be resolved informally in the first instance.
- 1.40 If informal resolution is not possible, the procedures outlined in the [Student Grievance Resolution Policy](#) should be applied.