

## 2008 Scholarship Conditions of Award

(last updated: November 2007)

### Faculty of Arts International Postgraduate Research Scholarship (FAIPRS)

#### 1 Eligibility

Applicants who are citizens of all overseas countries, excluding New Zealand, and who are intending to undertake, or who are currently enrolled in a full-time research masters degree or PhD are eligible to apply.

Applicants must hold an Australian or New Zealand bachelors degree with first class honours, or qualifications and/or research experience deemed equivalent by the university. Applicants must also satisfy the English language proficiency levels set by the Faculty of Arts at Monash University.

Applicants must meet international student visa requirements as specified by the Department of Immigration and Citizenship (DIAC), including the requirement to purchase and maintain a standard Overseas Student Health Cover policy approved by the Commonwealth Government Department of Health and Ageing.

Awards will not be available to those who, as a result of prior candidature would be entitled to a maximum tenure of less than 12 months.

Awardees may concurrently receive a stipend or living allowance from any other source at the discretion of the Associate Dean (Graduate Research) of the Faculty of Arts.

Awards will not be available to those who:

- are in receipt of another equivalent award/scholarship/salary offering similar benefits;  
**Note:** "Salary" refers to time release for full-time candidature on salary
- are enrolled or are intending to enrol as a research candidate under Monash's external mode regulations.

Awards will not be available to those who:

- have already completed a PhD or research professional doctorate deemed the equivalent of an Australian PhD or research professional doctorate by the university, unless there is a significant change in research direction;
- have already completed a research masters degree deemed the equivalent of an Australian research masters degree by the university, unless intending to undertake a PhD or research professional doctorate or unless there is a significant change in research direction;
- have previously held a Monash International Postgraduate Research Scholarship, Vera Moore International Postgraduate Research Scholarship or Monash Fee Remission Scholarship. An exception may be made in the case of a PhD or research professional doctorate candidate where the prior award was for a research masters degree.
- have held an Australian Agency for International Development scholarship within the two years prior to commencement of their award, unless a case made to AusAid (Canberra) by Monash University on the awardee's behalf, has been approved.

#### 2 Nature of award

The scholarship is provided to cover the tuition fees set by Monash and payable by the awardee for each year of the course. The scholarship also meets the cost of standard Overseas Student Health Cover for the awardee, their spouse and any dependants.

### **3 Duration and conversion of award**

#### **3.1 Duration of award**

The maximum duration is three years for PhD studies and two years for masters studies.

The duration of an award will be reduced by any periods of study undertaken towards the degree prior to the commencement of the award or taken during the suspension of the award.

A doctoral candidate making satisfactory progress may apply for an extension of up to six months where research has been delayed by circumstances beyond the candidate's control and where such delays could not have been reasonably anticipated at the commencement of candidature (eg where a change of research direction has occurred that was outside the control of the student and Monash University). Extensions beyond this period, which bring the total length of the course to a maximum of four years, will be at the discretion of the Faculty of Arts and will only be granted in the most exceptional circumstances.

FAIPRS awardees undertaking a masters degree are not entitled to an extension.

The award should be taken up by 31 March of the year for which the offer is made. Where employment commitments or circumstances beyond the awardee's control prevent an awardee from taking up the scholarship by this date, the holder may be permitted to commence later, but must begin by 30 June of the same year or the offer will be withdrawn. Formal approval for a late start must be sought from the Arts Research Graduate School at Monash University.

Tenure is always subject to satisfactory progress and terminates upon withdrawal from the course of study, completion of the prescribed course of study, or on the submission of a thesis for examination.

#### **3.2 Conversion between masters and doctoral studies**

If a masters candidate is permitted to upgrade candidature to a PhD, the award, upon application by the holder (and prior to its termination) will be extended to the maximum duration for a doctoral degree. Similarly, a PhD award may be converted to a masters research award in circumstances deemed appropriate by the Faculty of Arts. The maximum duration then becomes that for the new degree.

An awardee who completes a research masters while on a FAIPRS cannot use the remainder of the award for the first part of their doctoral degree.

### **4 Overseas Student Health Cover**

Awardees and their dependants under the age of 18 years are covered for the cost of a standard OSHC policy approved by the Commonwealth Government Department of Health and Ageing (refer to <http://www.health.gov.au/internet/wcms/publishing.nsf/content/health-privatehealth-consumers-oshc.htm> for details).

The Arts Research Graduate School arranges payment of the standard Overseas Student Health Cover (OSHC) through Worldcare for new commencing students. Candidates are expected to have full visa length cover before they arrive in Australia. Overseas Student Health Cover must be continuous for the entire duration of stay in Australia.

Continuing students (those already enrolled in the degree for which they have been awarded the scholarship) can seek reimbursement from the Arts Research Graduate School for any cover paid for the period of the scholarship. If continuing students do not have full visa length cover, they will be responsible for arranging renewal of their cover and seeking reimbursement from the Arts Research Graduate School.

Awardees who wish to change OSHC providers should seek advice from the Arts Research Graduate School, as there are only a small number of approved OSHC providers. Reimbursement for OSHC will not be made to awardees who arrange cover with a provider that has not been approved by the Commonwealth Department of Health and Ageing.

## **5 Student visa requirements**

On receipt of the written acceptance of the scholarship offer and notification of pre-visa assessment (PVA) approval from the Australian Embassy (where applicable), the university will provide the awardee with an electronic Confirmation of Enrolment (eCOE) to enable the awardee to obtain a student visa to enter Australia. The eCOE will not be sent until written acceptance of the scholarship has been received. It is the responsibility of awardees to ensure that they hold a valid visa while in Australia.

## **6 Employment**

An award holder is permitted, with the approval of their main supervisor, to undertake a strictly limited amount of paid employment throughout the year, being no more than 15 hours of work on average in any one week. Up to a maximum of six hours only on average of this employment may be undertaken during normal working hours (9 am – 5 pm Monday to Friday). However, this may be extended to a maximum of eight hours if the employment is limited to one weekday.

The candidate's supervisor/s must be satisfied that any part-time work undertaken does not interfere with the candidate's study program and progress.

International students need to be aware that the employment restrictions outlined above apply even though a student visa permits students to work up to 20 hours a week.

There is no limit on how much income an awardee can receive from part-time work.

## **7 Residency**

Awardees are required to reside within daily commuting distance to a Victorian campus to allow frequent and systematic use of university facilities, including use of physical resources, formal research training and daily face-to-face contact with supervisors if required. If the research program requires study away from the university for protracted lengths of time, the same conditions as Study away from Monash will apply.

## **8 Study away from Monash**

If the Graduate Coordinator of the relevant school or the Associate Dean (Graduate Research) of the faculty certifies that it is necessary to pursue fieldwork or undertake research which is an integral part of the research program, the award may be tenable away from Monash for up to 12 months, or for other special cases, 18 months for doctoral students. A shorter period of study away may be approved for masters by research students. At all other times, awardees are expected to reside at a location that will allow daily attendance on campus.

### **8.1 Research overseas**

Approval of paid overseas study will only be granted if adequate supervision can be maintained and the awardee remains enrolled.

The award holder will not generally be allowed to undertake approved overseas study until they have undertaken their confirmation or review of candidature. Candidature undertaken prior to the taking up of the scholarship will be taken into account in determining the earliest date on which the awardee may pursue overseas study on pay.

For PhD candidates, all absences overseas, for whatever period, need to be reported to the Research Graduate School Committee (except for approved annual leave). Masters candidates need to seek approval for all overseas travel (bar annual leave) to the Arts Research Graduate School.

### **8.2 Study away from Monash (within Australia)**

Subject to the appropriate masters or PhD regulations, an awardee may be permitted to conduct a strictly limited portion of the research at research sites, organisations and research institutions outside Monash.

The award holder will not generally be allowed to undertake research at research sites, organisations and research institutions outside Monash before they have undertaken their confirmation of review of candidature.

At all other times, with the exception of approved research overseas, awardees are expected to reside at a location that will allow daily attendance on campus.

When periods of inter/intra-state research/fieldwork exceed a consolidated six-week period, a request for study away from the university should be made. Shorter periods should be reported on the awardee's annual progress report.

## **9 Other courses**

Since the award is made for full-time study an award holder may not engage concurrently in any academic course of study leading to a qualification which is not an essential part of the award holder's postgraduate program.

## **10 Suspension**

The award holder will not generally be allowed to suspend the scholarship in the first six months of scholarship tenure.

The total period of suspension (leave of absence) from the award during its tenure may generally not exceed 12 months.

However, in circumstances beyond the awardee's control (for example, equipment breakdown, lack of supervision, prolonged illness, etc.) a suspension in the first six months of candidature may be permitted. In special cases, an additional period of suspension may also be sought beyond the 12 months normally permitted.

The total period of suspension is normally added to the original scholarship tenure, subject to the provision below.

Periods of study undertaken towards the degree during suspension of the award will be deducted from the maximum period of tenure.

An award will be terminated if the awardee does not resume study at the conclusion of a period of suspension or fails to make arrangements to extend that period of suspension.

Awardees must seek advice from International Student support Unit as to the effect that a period of suspension may have on visa regulations.

## **11 Penalties**

The Faculty of Arts will impose penalties for non-compliance with scholarship conditions. This may include for example, suspension of award and/or a reduction in the maximum tenure of the award.

## **12 Termination**

The award will be terminated on the day the thesis is submitted for examination or at the end of the award, whichever is earlier. It is the awardee's responsibility to advise the Arts Research Graduate School if the thesis is *submitted for examination* prior to the expiration of the award.

Awards will be terminated before this time:

- if, in the opinion of the Faculty, the course of study is not being carried out with competence and diligence or in accordance with the offer of the award, and no suitable alternative arrangements can be made for continuation of the degree;
- if it is determined that the awardee has not fulfilled his/her obligations, has not met the eligibility criteria or is not making satisfactory progress;
- when the awardee ceases to be a full-time student engaged in full-time research;
- on completion of the course, or the death, incapacity, resignation or withdrawal of the student;

- if the awardee has been found guilty of academic misconduct;
- if the awardee does not resume study at the end of a period of suspension, or does not make arrangements to extend that period of suspension;
- if the awardee does not resume study at Monash at the end of a period of study away from the university, or does not make arrangements to extend that period of study away;
- if the awardee accepts another equivalent award, scholarship or salary to undertake their research degree;
- if the awardee's probationary candidature is not confirmed;
- on the granting of permanent resident status to the student. Awardees will be required to meet the tuition fees owing, where they fail to advise the Arts Research Graduate School of any change in visa status.

If a scholarship is terminated, it cannot be re-activated unless the termination occurred in error.

## **13 Monash's obligations to awardee**

### **13.1 Supervision**

A code of practice for supervision of doctoral and research masters candidates has been drawn up by the Research Graduate School Committee in consultation with the Monash Postgraduate Association.

### **13.2 Right of appeal**

Awardees have the right of appeal against decisions made in relation to the tenure of the award. Such mechanisms are in place and an awardee should consult with the supervisor or Graduate Coordinator in the first instance.

### **13.3 Code of ethical practice**

Monash University endorses the Code of Ethical Practice in the Provision of Full Fee Courses to Overseas Students by Australian Higher Education Institutions.

### **13.4 Facilities**

Awardees have adequate facilities to undertake the proposed research program.

## **14 Award holder's contract with university**

### **14.1 Subsequent application for an EIPRS/IPRS**

The awardee is expected to submit an application for an EIPRS and/or MIPRS each year (where eligible). Where an awardee does not intend to re-apply for these centrally-funded awards, their School must present reasonable justification to the Arts Research Graduate School.

### **14.2 Pursuit of research program**

The awardee shall diligently and to the best of his/her ability apply himself/herself to the successful completion of the degree.

### **14.3 Ethics and Occupational Health and Safety guidelines**

The awardee shall abide by the National Health and Medical Research Council (NHMRC) codes on human and animal experimentation, the Australian Government's Recombinant DNA Monitoring Committee, and rulings of the relevant university safety and ethics committees.

### **14.4 Social Science Data Sets**

Machine readable data arising from social sciences research should, within two years, be lodged with the Australian Consortium for Social and Political Research Inc (ACSPRI) or other appropriate repository.

### **14.5 Regulations and statutes**

An award holder is required to conform to Monash's regulations and statutes (refer to [www.monash.edu.au/pubs/calendar/statutes](http://www.monash.edu.au/pubs/calendar/statutes)). Attention is drawn in particular to Statutes 4.1, 5.2, 5.3, 6.3, and 11.2 and regulations made thereunder, including PhD or masters candidature regulations and intellectual property matters.

With specific reference to the postgraduate award the awardee must notify the Arts Research Graduate School if:

- an intention to leave Australia for reasons other than approved annual leave;
- discontinuance of full-time studies in the approved postgraduate course;
- submission of a thesis for examination;
- absence for any reason for a period of 14 days or longer from study, except on approved annual leave;
- a change in visa status;
- the award of another Commonwealth or other Government award/or other award offering similar benefits.

**14.6 Research evaluation project**

The university is required to ensure that candidates and their supervisors are available to contribute to and participate in, any Australian Government Research Evaluation Program (REP) exercise relating to their projects during, and for a reasonable period after the conclusion of their project.

**14.7 Acknowledgments, publications and publicity**

Subject to commercial sensitivities or intellectual property considerations, the outcomes of research projects are expected to be communicated to the research community and, where appropriate and possible, to the community at large.

**15 Annual progress reports**

Awardees shall submit each year through their supervisor and the head of the department or dean of the faculty a report of their work during the year, together with a list of publications.

**16 Transfer of FAIPRS**

A FAIPRS cannot be transferred to another faculty of Monash University or another institution.