

THE AUSTRALIAN NATIONAL UNIVERSITY**THE ANU SINGAPORE ALUMNI PhD SCHOLARSHIP - 2006****DRAFT CONDITIONS OF AWARD****1. TENURE****1.1 Candidature**

A Scholarship is awarded on the condition that the scholar is a national of Singapore whose permanent home is in Singapore and who is admitted to and continues to pursue a full-time program for the degree of Doctor of Philosophy of the Australian National University.

1.2 Other Awards

The Scholarship is awarded on the condition that, during the tenure of the Scholarship, the scholar is not in receipt of another equivalent or major award/scholarship or salary to undertake the proposed program, providing a benefit greater than 75% of the *ANU Singapore Alumni PhD Scholarship* stipend.

1.3 Commencement

The Scholarship stipend and appropriate allowances become payable from the date on which the program is commenced in Canberra, unless another date is determined by the University in special circumstances.

1.4 Duration

1.4.1 The duration of a full-time Scholarship will be three years in the first instance or such shorter period as is stated in the letter of offer.

1.4.2 If eligible, a scholar may apply for an extension of Scholarship by completing the *Extension of Scholarship* form downloadable from http://www.anu.edu.au/graduate/current/candidature_forms.php

The maximum period of extension is six months and an extension may be sought only where the research has been delayed by circumstances beyond the scholar's control and is related to the research rather than to circumstances of a personal nature.

1.4.3 Periods of study already undertaken for the PhD degree will be deducted from the duration of the Scholarship.

1.4.4 Periods of paid sick leave exceeding ten days and maternity leave are additional to the normal duration of the Scholarship.

1.5 Program Leave of Absence

The University must observe the provisions of the *Educational Services for Overseas Students ACT 2000* and the *National Code of Practice for Registration Authorities and Providers of Education and Training to Overseas Students* (known as *The National Code*).

Clause 38 of The National Code states:

Once an overseas student has enrolled in a course, (program of study) the registered provider (The ANU) must not allow them to defer commencement of their studies, or suspend their studies, (take program leave of absence) except on the grounds of illness, evidenced by a doctor's certificate, or other exceptional compassionate circumstances beyond the control of the student, for example, bereavement. If a student defers or suspends (takes program leave of absence) their studies on any other ground, the registered provider must report the student as not complying with visa conditions....

1.5.1 A scholar whose application for program and Scholarship leave of absence is approved on grounds of **personal illness** will continue to receive the Scholarship for the period of the program leave of absence, on receipt of a certificate signed by a registered medical practitioner which gives the nature and likely duration of the scholar's illness and certifies that the scholar is unable to pursue the program because of the illness. **The maximum aggregated period for receipt of the Scholarship under this provision cannot exceed 12 weeks within the duration of the scholarship.** (However, see 1.4.4).

1.5.2 A scholar whose application for program and Scholarship leave of absence is approved for **maternity reasons** will continue to receive the Scholarship for the period of the leave of absence **for up to a maximum aggregate of twelve weeks within the duration of the Scholarship** provided the application for program leave of absence is accompanied by a medical certificate indicating the expected date of confinement. **Paid maternity leave is not available within the first twelve months of the Scholarship.**

1.6 Annual Recreation Leave

A scholar is entitled to 20 days of paid recreation leave per year calculated on a pro-rata basis. No more than 20 days' recreation leave may be accumulated and leave must be taken during the tenure of the Scholarship. A scholar must obtain the Chair of the supervisory panel's agreement before recreation leave is taken.

1.7 Termination

The Scholarship terminates on whichever of the following occurs first:

- submission of the thesis for examination; or
- the expiry date of the Scholarship; or
- the date on which the scholar ceases to attend the University other than for approved absences.

However, the University may terminate the Scholarship at any time if the scholar does not fulfil his/her obligations, or if, in the opinion of the Deputy Vice-Chancellor (Education) is not making satisfactory progress in his/her approved program.

2. **FEES AND LIVING ALLOWANCES**

2.1 **International Student Fee (for tuition)**

The Australian Government requires international students to pay tuition fees. The tuition fee for the program is set out in the letter of offer.

The Scholarship pays the tuition fee for the period for which the stipend is paid. Payment of the tuition fee becomes the responsibility of the scholar when the *ANU Singapore Alumni PhD Scholarship* expires.

2.2 **Stipend**

A full-time Scholarship provides a stipend, payable fortnightly in arrears, currently at the rate of \$19,231 per annum. At the present time full-time scholarships are exempt from Australian income tax.

2.3 **Dependent Child Allowances for International Scholars**

The Scholarship provides an additional allowance for a dependent child or children, if they accompany the scholar to Canberra. The scholar must apply through the Research Students Office for the allowance and is expected to advise the University immediately if a child ceases to be dependent on the scholar.

A dependent child is a child under the age of 16 wholly dependent on the scholar or, if aged between 16 and 24, who is a full-time student and wholly dependent on the scholar.

A scholar who pays maintenance for a child or children may be paid the dependent child(ren) allowance, or the amount of the maintenance payable, whichever is the lesser amount.

The dependent child allowance is currently \$1,976 per annum for each dependent child. The University may adjust the allowance from time to time.

3. **TRAVEL ALLOWANCES**

3.1 **General Conditions**

Other Assistance. Scholarship travel allowances are payable on the condition that the scholar declares to the University any travel assistance available to the scholar and/or the scholar's spouse from other sources. If payment is being made from another source, the University may provide a reduced contribution or no contribution depending upon the circumstances.

Dependents. Travel allowances, as set out below, will be paid for a scholar's spouse and dependent children if they accompany the scholar to Canberra and remain for the greater part of the scholar's program. In other cases, they are payable at the discretion of the University following application by the scholar to the Research Students Office. Where a scholar marries after the commencement date of the Scholarship, no travel allowance will be payable for the spouse's journey to Canberra and, if the marriage takes place within 12 months of the expiration of the initial duration of the Scholarship, an allowance for the spouse's return journey will be paid only in exceptional circumstances.

Travel allowances for dependents may also be payable in the case of a *de facto* marriage. A scholar with a *de facto* spouse should enquire about eligibility through the Research Students Office.

Place of Recruitment. The University will use the following criteria in determining whether a scholar is regarded as recruited from within Australia or from overseas.

- (a) Scholars normally resident in Australia will be regarded as recruited from within Australia, even if temporarily resident overseas immediately before travelling to Canberra to take up the Scholarship;
- (b) Scholars normally resident overseas will be regarded as recruited from overseas, but will be regarded as recruited from within Australia if resident in Australia at the time of application or offer of the Scholarship, unless they are required to return home before commencing the Scholarship in Canberra.

Production of Receipts

Reimbursement for travel related costs can be made only after receipts have been submitted to the University.

3.2 **Scholars Recruited from Within Australia**

Travel to Canberra. A scholar recruited from within Australia who is not resident in Canberra is eligible to receive a contribution towards the costs of moving to Canberra to take up the Scholarship, as follows:

- (a) **Fares.** Travel expenses within Australia, up to a maximum amount equivalent to the economy or student airfare for the scholar, spouse and/or dependent children;
- (b) **Establishment.** A grant towards the costs of removal of belongings to Canberra, up to a maximum of \$505 per adult (2006 rate), and \$255 per child (2006 rate) with a maximum of \$1,455 per family (2006 rate);
- (c) **Return Journey.** No assistance is payable to a scholar after the completion of the program or termination of a Scholarship. However, a *bona fide* international student may apply to the Research Students Office for payment of a return travel grant under the conditions applying to scholars recruited from overseas.

3.3 **Scholars Recruited from Overseas**

Travel to Canberra. A scholar recruited from overseas is eligible to receive a contribution towards the costs of moving to Canberra to take up the Scholarship, as follows:

- (a) **Fares** The cost of air travel to Canberra from the place of residence overseas by the cheapest and most direct route on a scheduled flight for the scholar, spouse and/or dependent children. An additional \$20 per adult and \$10 per child will be paid to cover incidental expenses such as transfers to and from airports and airport taxes. A Scholarship does not meet additional costs incurred by stop-overs during travel;
- (b) **Removal Expenses.** Reimbursement, after arrival in Canberra, of costs incurred in the shipment of books, papers and personal effects, up to a maximum of \$505 per adult (2006 rate) and \$255 per child (2006 rate), and a maximum of \$1,455 per family (2006 rate).

Return Journey. An international scholar recruited from overseas may apply for return travel assistance subject to the following conditions, provided he/she is leaving Australia permanently:

- (a) travel and removal expenses will be paid to a destination of normal expectation or to the scholar's immediate destination on leaving the University, whichever is the less costly;
- (b) where return travel is to a destination within Australia, it will be calculated on the basis used for travel to Canberra by a scholar recruited from within Australia;
- (c) normally, return travel will be available for a return journey made up to six months after the conclusion of the scholar's PhD program;
- (d) return travel assistance will be at the discretion of the University if the Scholarship is terminated by the University for any reason, or is otherwise relinquished before the end of the approved PhD program.

4. **THESIS ALLOWANCE**

A scholar is eligible to receive an allowance of up to \$840 for costs associated with the production of the PhD thesis. Detailed official receipts must be provided, preferably at the time of submission. The allowance must be claimed within 12 months of submission of the thesis and not more than 2 years after termination of the Scholarship.

5. **GENERAL**

5.1 **Program of Study**

Written confirmation of the precise research topic and membership of the supervision panel will be provided after the program of research has commenced.

5.2 **University Regulations**

A postgraduate student is subject to the *Australian National University Act 1991* as amended, to the Statutes and Rules of the University and to the orders and directions made by the constituted authorities of the University.

Where required by the program of research, a postgraduate student must abide by the National Health and Medical Research Council's codes on human and animal experimentation and guidelines established by the Australian Government's Genetic Manipulation Advisory Committee. Ethical clearances must be obtained from the relevant University committee at the commencement of the program of research.

5.3 **Employment**

Scholars are permitted to undertake a strictly limited amount of paid employment on conditions prescribed by the Deputy Vice-Chancellor (Education), provided that, in the opinion of the supervisor, such employment does not adversely affect progress. Please refer to the *Policy Papers, Codes and Selected University Rules for Graduate Students and Staff*.

5.4 **Access to Resources**

Scholars should refer to the *Policy on Minimum Allocation of Resources for Full-Time Research Students* in the *Policy Papers, Codes and Selected University Rules for Graduate Students and Staff*.

5.5 **Grievance Procedures**

Scholars should make themselves familiar with the University's procedures for the resolution of grievances in the *Policy Papers, Codes and Selected University Rules for Graduate Students and Staff*.

5.6 **Guidelines for Supervision**

Scholars must abide by the University's *Code of Practice for Supervision in Higher Degrees by Research* and *Guidelines for Supervision and Candidature of Doctoral Research Students*, both of which are contained in the *Policy Papers, Codes and Selected University Rules for Graduate Students and Staff*.

5.7 **Accommodation**

The University offers a range of residential facilities. Enquiries and applications should be made to the University Accommodation Services.
