

# Establishment of a Departmental or Externally Funded Postgraduate Research Scholarship



## Guidelines

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Please find below some general guidelines for the establishment of new scholarships at the University of Adelaide. The establishment of all new scholarships is subject to the approval of the University.

### Field of Research/Study Area

Please describe the broad area of research interest or name the program to be undertaken. Acceptance of the scholarship will be subject to the ability of the University to provide the necessary research infrastructure and supervision for the proposed project or the acceptance of a student into the proposed program.

### Type of Scholarship

You may choose to fund one or more major scholarships, each of which is sufficient to provide full support for one student, you may provide one or more supplementary scholarships, you may provide a one-off payment or you may provide a research maintenance scholarship.

Supplementary scholarships are often established as a means of attracting high calibre students to a particular research area. Research maintenance scholarships are paid to the supervisor of the student and can only be used towards the research of that student. While it is not possible for a student to hold two major scholarships simultaneously, many major awards allow the recipients to receive an additional supplementary scholarship. As a general rule, a supplementary scholarship should not exceed 75% of the value of the major scholarship. You may specify that the award of a supplementary scholarship is dependent upon the applicant's successful application for a major scholarship.

### Eligibility and Minimum Academic Standards

The successful applicant for a postgraduate research scholarship should normally hold an honours degree at a minimum 2A level or its equivalent as determined by the University. Students must have applied for and been accepted to an approved program of study. The University of Adelaide Act states "The University shall not discriminate against or in favour of any person on the grounds of sex, race, religious or political belief." Accordingly, the University will not administer or publicise a gender specific award unless:

- (a) the award may help to redress an undesirable imbalance in the representation of the sexes in the discipline or area to which it relates; or
- (b) it is satisfied that it is impracticable for the grantor to make the award available to both sexes (eg because of the cultural setting of any work to be undertaken) or it is otherwise in the University's best interests.

Unless it is specified that the scholarship is to be restricted to Australian citizens or those who have been granted Permanent Resident Status in Australia (which includes citizens of New Zealand), it is possible that the successful applicant could be an international student who would be liable for tuition fees. Tuition fees may be \$21,000 to \$41,000 and may therefore exceed the value of the living allowance provided to the student under the scholarship.

### Selection

It is expected that a scholarship will normally be advertised and offered to the most meritorious applicant in open competition unless other arrangements are approved by the University. The cost of external advertisement outside of the University is to be assumed by the funding body or grant holder. Internal promotion, including web-based promotion, will be undertaken by the University.

Selection will normally be undertaken by the academic department in which the applicant intends to enrol, in consultation with the funding body, if this is appropriate. In certain circumstances (such as a student already working on a specific project under a research grant or a student already accepted into a program of study) a student may be nominated for award of the scholarship at the time of establishment of the scholarship. The nominee will be subject to the minimum academic qualifications as specified above.

## **Terms and Conditions**

To establish a postgraduate research scholarship the proposed level of study must be at the masters or doctoral level and not masters qualifying, honours, graduate certificate or graduate diploma level. The minimum living allowance for postgraduate scholarships administered by the University is generally set at the same level as Australian Postgraduate Awards (\$22,500pa in 2010). There are other possible allowances payable, upon application, for relocation costs, sick leave, maternity leave and thesis preparation in addition to the base living allowance. For full scholarships the level of funding must be sufficient to support the student for the duration of their program (or the balance thereof for enrolled students). This is normally up to two years for a masters student, three years for a doctoral student (with provision for a six month extension). Four years is normally the maximum duration of a doctoral scholarship administered by the University of Adelaide. The University is unable to provide alternative scholarship support in the event that funding for a particular scholarship is withdrawn for any reason. Continuation of scholarship support is subject to satisfactory academic progress as determined by an annual review of progress or the student's results at the end of each academic year or semester.

## **Taxation**

The Australian Taxation Office classifies most scholarships for full time postgraduate study as tax exempt. In certain circumstances this exemption may not always apply, for example if a student is also receiving income from other sources.

Scholarships paid to half time students are taxable.

This information should not be construed as definitive and may be subject to change. Should any aspect of taxation be unclear, you are strongly advised to refer to the ATO website for further information [www.ato.gov.au](http://www.ato.gov.au) and / or seek independent financial advice.

## **Intellectual Property**

It is University policy that students own the intellectual property generated by the project. However, where a supervisor or department considers that a project may be commercially sensitive, a student may be required to sign the University's Student Project Participation Agreement (SPPA) before being permitted to engage in that research project. Individual intellectual property agreements with external funding bodies may be developed through Adelaide Research and Innovation (ARI) as required as part of the formal agreement with the University when the scholarship is established.

## **Agreements**

Some external scholarships require an Agreement between the University and external funding body and may include setting up of rules for the Scholarship. Signatories to such Agreements are usually the Dean of Graduate Studies, the Director, Research Branch, or Deputy Vice-Chancellor (Research). Before a new external scholarship is advertised or offered to a nominated candidate, any Agreement must be reviewed by Adelaide Research and Innovation (ARI) before being signed. Details of the proposed scholarship may also need to be submitted to the Deputy Commissioner of Taxation for determination of the tax status of the scholarship under the Income Tax Act.

If any matters arise which are not covered by these guidelines, or if you require further information, please contact the Adelaide Graduate Centre on 61 8 8303 3044, Facsimile 61 8 8303 5725 or email [scholarships@adelaide.edu.au](mailto:scholarships@adelaide.edu.au)