



# COVID-19 INFORMATION: HDR TRAVEL SCHOLARSHIPS

[This information is current as of 17 March 2020](#)

## **IMPORTANT INFORMATION REGARDING TRAVEL SCHOLARSHIPS ADMINISTERED BY THE ADELAIDE GRADUATE CENTRE**

On 11 March 2020, the University announced an amended position on student travel, banning all international travel, with additional information regarding study leave communicated to all HDR students later that day.

This has implications for the following travel scholarships administered by the Adelaide Graduate Centre:

- **Research Travel Scholarships;**
- **Hans Jürgen and Marianne Ohff Travel Grant;**
- **DR Stranks Travelling Fellowship; and**
- **George Murray Travel Grant.**

Given the increasing impact of COVID-19 in Australia and around the world, the following decisions regarding travel scholarship have been made, to take effect immediately, and will apply until further notice.

The following applies to **all** travel, both within Australia and overseas, until further notice.

1. No new applications for the above scholarships will be accepted.
2. Submitted applications will not be processed. When applications re-open, students will need to resubmit their applications.
3. For travel scholarships which have been awarded, but for which travel has not yet commenced:
  - a. Travel will not be permitted and study leave will be cancelled
  - b. Scholarships will be postponed or deferred, if possible (Refer to FAQ #8).

In addition:

- c. Travel scholarship funding already paid to students will need to be repaid.
  - d. Travel scholarship funding not yet paid to students, will not be processed.
4. Scholarships which have been awarded and for which travel has commenced:
    - a. Students should follow the guidelines in place in your local area.
    - b. Students should also refer to all emails received from the University, whether the Incident Response Taskforce or the Adelaide Graduate Centre.

These decisions have not been taken lightly, and we understand that this may impact your research activities. Please make contact with your supervisors to discuss the impact of postponing/cancelling your travel and/or identifying alternative activities.

If you need to make a claim on travel insurance, please contact the [Legal and Risk Helpdesk](#) for advice.

We appreciate that this is a very difficult time, especially with such a changing situation. Please ensure you keep up to date by regularly checking the [University's COVID-19 website](#) and accessing the various support services available to you.

Please also see the following pages for FAQs relating to the impact of COVID-19 on research travel scholarships. Please read these carefully in the first instance.

If you have a question which is not answered below, please email [scholarships@adelaide.edu.au](mailto:scholarships@adelaide.edu.au) for further advice and we will get back to you as soon as we can.

You are encouraged to regularly visit the [HDR scholarships website](#) for updated information.



## FREQUENTLY ASKED QUESTIONS

### **Q1. I have already commenced my travel. What do I do?**

You should follow all information and instructions provided by the relevant authorities in your location, as well as any instructions received from the University of Adelaide.

Make sure you check your University of Adelaide email account regularly. You should also regularly check the University's [COVID-19 website](#).

### **Q2. I have already received my scholarship payment, but not yet commenced my travel. Can I still travel?**

No. Student travel to international destinations is not permitted and study leave is being cancelled.

In addition, non-essential mass-gatherings within Australia have been cancelled (with effect from Monday 16 March 2020) which is likely to affect most conferences for which students may have received a travel scholarship.

### **Q3. I have already received my scholarship payment, but not yet commenced my travel. Will I be required to repay the scholarship?**

Yes. If you have received your scholarship payment and your travel has not yet commenced, your study leave will be cancelled and you will be required to repay your scholarship funds.

You will be sent an invoice in due course – refer to Q9.

### **Q4. I have already incurred non-refundable costs relating to my proposed travel. Will I still need to repay the full amount of my scholarship?**

In the first instance, you should seek a refund from your travel provider.

If you are not able to obtain a refund, you should submit a claim for travel insurance. If you need to make a claim on travel insurance, please contact the [Legal and Risk Helpdesk](#) for advice.

If your claim for travel insurance is denied, you should then submit a full acquittal to [scholarships@adelaide.edu.au](mailto:scholarships@adelaide.edu.au).

You will also need to provide documentation confirming that you have not been able to obtain a refund and that travel insurance claims have been denied.

Each student's situation will be considered on a case-by-case basis and you will be advised of how much you will need to repay.

### **Q5. I have received a scholarship but not yet received payment. Will I still be paid?**

No. Scholarship payments not yet processed have been suspended and will not be paid.

### **Q6. I have submitted an application but have not yet received a response. Will my application be processed?**

No. Your application will not be processed. When applications re-open, you should submit a new application

### **Q7. I have submitted an application and received a scholarship offer, but not yet accepted. Can I accept the scholarship?**

Acceptances for any recently-issued scholarship offers will not be processed.



**Q8. I have been awarded a scholarship but will not be able to travel. Can I defer my scholarship to a later date in 2020 or 2021?**

Your scholarship has been awarded for specific activities and, in some cases, your scholarship has been funded by an external donor.

If there is no change to the activities as per your original application (just a change of dates), you *may* be able to defer your scholarship to later in 2020, as follows:

- Research Travel Scholarship – deferral may be possible, upon application
- Hans Jürgen and Marianne Ohff Travel Grant – still to be confirmed
- DR Stranks Travelling Fellowship – still to be confirmed
- George Murray Travel Grant – still to be confirmed

If deferral be possible, this will be on the strict condition that your revised travel dates mean you are still eligible for the scholarship you were originally awarded.

If/when you identify alternative dates, and your revised study leave plans have been approved with any relevant travel clearances obtained, please contact [scholarships@adelaide.edu.au](mailto:scholarships@adelaide.edu.au) so your eligibility can be determined.

As the available scholarship funding for 2021 is not yet known, we are unable to guarantee that deferring your scholarship to 2021 will be possible and you may need to re-apply. This advice will be updated as further information comes to hand.

Given the degree of uncertainty about when travel for students will be permitted, all students will be required to repay any scholarship funds received in the first instance.

If you have non-refundable costs, please refer to the response to Question 4.

Please note that you are not able to use the scholarship funding for a different purpose to what was in your original application.

**Q9. When will I need to repay travel scholarship funds that I have received?**

For those students who will need to repay money, we will email you with specific instructions and options for repaying the scholarship funds.

Please do not transfer funds to the University until you have received instructions from the Adelaide Graduate Centre.

If you may need to repay travel scholarship funds, you can expect to hear from us no later than **Friday 27 March**.

If you have not received an email by this date, please contact us at [scholarships@adelaide.edu.au](mailto:scholarships@adelaide.edu.au)

**This information is correct as of 17 March 2020.**

**This document will be updated in response to changes in Government and/or University policy.**