



## RSSS DIRECTOR'S AWARD FOR HIGHER DEGREE RESEARCH

### CONDITIONS OF AWARD

#### 1. INTRODUCTION

Each year the Research School of Social Sciences (RSSS) may offer the RSSS Director's Award for Higher Degree Research ("the award"). The number of awards offered each year will be determined by RSSS annually.

The objective of the award is to top-up the Australian Postgraduate Award (APA) scholarship, for the top ranked Higher Degree Research (HDR) applicant in the Research School of Social Sciences disciplines offered in the College of Arts and Social Sciences.

#### 2. BENEFITS

**Value:** The value of the award will be stated in your letter of offer. The award will be paid in two instalments, at the beginning of each year of the scholarship unless otherwise stated in the letter of offer.

**Duration:** The duration of a full-time award will be two years in the first instance or such shorter period as is stated in the letter of offer.

The recipient is responsible for making payment of any tuition and/or administrative fees by the prescribed date as set by the University each session. Recipients of this award are responsible for the cost of books, study materials, accommodation and all other costs of study.

**Extension:** No extension is available.

#### 3. ELIGIBILITY

The award will be available each year to a prospective or continuing student who is:

- (a) a domestic or international student
- (b) enrolled or enrolling full-time in a program of study for the degree of Doctor of Philosophy in the Research School of Social Sciences at the Australian National University; and
- (c) has been awarded an Australian Postgraduate Award.

#### 4. APPLICATION

There is no application as students are automatically considered based on meeting the eligibility criteria or conditions prescribed under the Eligibility section.

## **5. SELECTION**

Selection will be made on the basis of academic *merit*.

The award will be offered to the highest ranked commencing HDR student in the RSSS discipline areas, as determined by the College Scholarship Ranking Committee each year. This committee is constituted by the College, and is chaired by the Associate Dean (HDR).

The RSSS Directorate reserves the right to make no award if it considers there is no applicant of sufficient merit. The RSSS Directorate may also vary the number of awards and/or offer the award at other times in exceptional circumstances or based on the standard of applications or students.

## **6. CONCURRENT HOLDING OF AWARDS**

A recipient of the award is permitted to concurrently hold other scholarships, awards, grants and bursaries subject to the terms of the corresponding section in the conditions of award of the other scholarship/bursary/grant/award that they are holding.

## **7. DEFERMENT**

The award must be taken up no later than the date specified in the letter of offer, unless in special circumstances another date has been approved by the Delegated Authority.

## **8. ONGOING ELIGIBILITY**

The scholar is required to remain enrolled full-time in a program of study for the degree of Doctor of Philosophy at the Australian National University in the program for which the award is offered, in an RSSS discipline area.

A part-time pro-rata award may be approved if the student has reasons acceptable to the University that preclude full-time study for part or all of the course of study. In such cases the University must be satisfied that the reasons relate to caring commitments, a medical condition, a disability or other circumstance which limits the student's capacity to undertake full-time study.

Payment of subsequent scholarship instalments is dependent on satisfactory achievement of the following PhD milestones:

- Annual Plan (due at 6 months after commencement)
- Annual Plan and Report (due 1 year after commencement and then each year afterwards)
- Thesis Proposal Review (TPR) (due 9-12 months after commencement)

An award cannot be transferred to another research school, College or institution.

## **9. SUSPENSION OF AWARD**

A student may apply for suspension of their award. The approval of a suspension will be at the discretion of the Director RSSS. A suspension may be appropriate if a student is studying at another institution and receives an award for that study.

The University may suspend an award where a student has:

- (a) outstanding fees;
- (b) an outstanding debt with the University; or

- (c) outstanding PhD milestone/s; or
- (d) converted to part-time study load as under Ongoing Eligibility

An award will only be suspended once a reasonable amount of time (more than 20 working days) has passed since the fees and/or debt and/or milestones were due and once the University has advised the scholar in writing that the milestones, debt and/or fees are outstanding.

#### **10. CESSATION OF AWARD**

The award ceases or the student should surrender their award:

- (a) at the conclusion of the period outlined in section 2; or
- (b) on submission of the thesis for examination; or
- (c) on the date on which the student withdraws or ceases to attend the University other than for approved absences; or
- (d) if a recipient is no longer meeting or has breached the conditions of award; or
- (e) if a recipient breaches academic or behavioural standards set by the University under the Academic Misconduct & Discipline Rules; or

#### **11. REPAYMENT OF FUNDS**

A scholar who is taking leave from their program is expected to submit the prescribed leave form in a timely manner and, where possible, in advance in order to avoid receiving an overpayment of their award. In circumstances where an overpayment does occur, the overpayments will generally be recovered in line with the ANU Overpayments Procedure.

#### **12. PROVIDING FALSE OR MISLEADING INFORMATION**

The offer of an award is based on the information provided to the University. An award may be withdrawn at any stage if incorrect, false or misleading information is provided or relevant information is withheld. This includes circumstances where the false information is unrelated to the assessment in offering the award.

#### **13. VARIATION TO CONDITIONS OF AWARD**

In exceptional circumstances and on a case-by-case basis section 6 and 7 of these conditions of award may be varied by the Director RSSS.

#### **14. TAXATION & CENTRELINK**

Award recipients are responsible for seeking taxation and Centrelink advice regarding their own individual circumstances. Scholarships/grants/awards may be regarded as taxable income if a recipient is enrolled on a part-time basis.

For information on how your award may affect your Centrelink benefits, please refer to this website: <http://www.humanservices.gov.au/customer/enablers/income/>

#### **15. ACCOMMODATION**

It is the recipient's responsibility to obtain residential accommodation. Information on student accommodation and application forms are available from the University

Accommodation Services. Information may be found on the Web at:

<http://www.anu.edu.au/students/services/accommodation>

## **16. PUBLICITY**

The award recipient may be requested to participate in publicity for the award from time to time. This may include publicity in the state or territory of residence or of schooling. Recipients may be contacted for an interview and photograph. The University may also publicise the award by publishing the names of the recipients. Arrangements for such publicity will be made through the ANU College of Arts & Social Sciences or the Strategic Communications and Public Affairs Office of the University.

## **17. CONTACT WITH THE ANU COLLEGE**

All enquiries regarding the award and changes, issues, or further information after acceptance should be made to:

*Research School of Social Sciences  
ANU College of Arts & Social Sciences  
Beryl Rawson Building #13, Level 2  
The Australian National University  
ACTON 2601  
AUSTRALIA*

Email: [eo.rsss@anu.edu.au](mailto:eo.rsss@anu.edu.au)

## **18. DISCLAIMER**

The recipient of this award is subject to The Australian National University Act 1991 as amended, and to the Statutes, Rules, Regulations and Resolutions of the University.

The award of a scholarship/grant does not carry any commitment by the University for future employment.

These conditions of award should be read in conjunction with the University's Research Award Rules and Candidature and Supervision Policies.

## **19. RELATED POLICIES, PROCEDURES, RULES & RESOURCES**

ANU Research Award Rules - <https://www.comlaw.gov.au/Details/F2013L00564>

ANU Overpayments Procedure – [https://policies.anu.edu.au/ppl/document/ANUP\\_000599](https://policies.anu.edu.au/ppl/document/ANUP_000599)

ANU Academic Misconduct Rules - <https://www.comlaw.gov.au/Details/F2014L01785>

ANU Discipline Rules - <https://www.comlaw.gov.au/Details/F2014L01792>

Thesis Allowance Requirements - <http://www.anu.edu.au/students/program-administration/assessments-exams/theses-reimbursement>

Research Scholarship Information (including forms) - <http://www.anu.edu.au/students/scholarships-support/research-scholarship-information>



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### ACCEPTANCE OF OFFER

I \_\_\_\_\_ (print name) hereby accept the offer of an RSSS Director's Award for Higher Degree Research on the conditions set out in your letter of \_\_\_\_\_ (date) and in the RSSS Director's Award for Higher Degree Research *Conditions of Award* (377/2016)

I have read and understood the conditions of award and agree to be bound by them. I acknowledge that no undertakings regarding the award beyond the terms of this letter and the Conditions of Award are authorised or will be binding on the University unless they are contained in an official letter from the Student Administration and Records Office, Division of Student Administration.

Signature		Date	
Printed Name		ID Number	