The Australian National University

MASTER OF PHILOSOPHY IN APPLIED EPIDEMIOLOGY SCHOLARSHIP - 2013

CONDITIONS OF AWARD

1. **Eligibility**

1.1. This Scholarship is awarded on the condition that the scholar is admitted to and continues to pursue a full-time course for the degree of Master of Philosophy in the field of Applied Epidemiology at The Australian National University in the National Centre for Epidemiology and Population Health (NCEPH).

1.2. This Scholarship is awarded on the condition that, during the tenure of the Scholarship, the scholar is not in receipt of another equivalent or major living allowance award/scholarship or salary to undertake the proposed program, providing a benefit greater than 75% of the stipend of the awarded scholarship.

1.3. This scholarship is awarded on the condition that the scholar is an Australian citizen, New Zealand Citizen or an Australian permanent resident.

2. **Benefits**

2.1. **Stipend:** The Scholarship provides a stipend, payable fortnightly in arrears, at the rate stated in the letter of offer. At the present time, full-time scholarship benefits are exempt from Australian income tax.

2.1.1. **Travel and Removal Allowances:** Scholarship travel allowances are payable on the condition that the scholar declares to the Manager, Fees and Scholarships, any travel assistance available to the scholar and/or the scholar's spouse from other sources, in which case the University's contribution may be reduced accordingly or not paid.

A scholar who is resident elsewhere in Australia is eligible to receive the following contributions towards the costs of moving to their field placement to take up the Scholarship:

2.1.1.1. Fares. Travel expenses up to a maximum amount equivalent to the one way economy class or student fare by the cheapest and most direct course on a scheduled route for the scholar, spouse and/or dependent children, on production of original tax invoice/receipts. For scholars travelling from overseas, the fares will be payable from the destination of the international flight in Australia closest to their field placement. The University will not meet the cost of the international leg of the flight.

2.1.1.2. A scholar intending to travel from another location within Australia to their field placement by car will be reimbursed for the cost of fuel (petrol/diesel/gas) on production of original tax invoice/receipts.

2.1.1.3. Removal Expenses. A grant towards the costs of removal of belongings to their field placement, of up to $530 per adult, and $262 per child with a maximum of $1,530 per family on production of original tax invoice/receipts.

2.1.1.4. Dependents. Travel allowances, as set out above, will be paid in respect of a scholar's spouse and dependent children, where they accompany the scholar to their field placement and remain for the greater part of the scholar's program. In other cases, they are payable at the discretion of the Manager, Fees and Scholarships, on application by the scholar. Where a scholar marries after the commencement date of the Scholarship, no travel allowance will be payable in respect of the spouse's journey to their field placement. Travel allowances for dependents may also be payable in the case of a de facto relationship. A scholar with a de facto partner must complete a Statutory...
Declaration stating the period of continuous co-habitation to enable eligibility to be assessed by the Manager, Fees and Scholarships.

2.1.1.5. Insurance, accommodation and meal costs cannot be claimed.

2.1.1.6. No assistance is payable to a scholar after completion of studies or termination of a Scholarship.

2.2. Thesis Allowance: A scholar is eligible to receive an allowance of up to $420 for costs associated with the production of the Master of Philosophy thesis. The allowance must be claimed in accordance with the Australian National University’s Thesis Allowance Policy. The allowance must be claimed within 12 months of submission of the thesis and no more than 2 years after termination of the scholarship, unless exceptional circumstances can be demonstrated. A case outlining the exceptional circumstances must be made before approval for reimbursement can be considered.

2.3. Attending Final Exam: The University will provide airfares, accommodation and reimburse meals for scholars to attend the final oral examination for the Master of Philosophy in Applied Epidemiology.

3. Tenure

3.1. The Scholarship stipend and appropriate allowances become payable from the first day of enrolment, unless in special circumstances another date has been determined by the University.

3.2. Unless stated otherwise in the letter of offer, a Scholarship is tenable for two semesters in the first instance. Subject to satisfactory progress, a Scholarship may be extended for limited periods not altogether exceeding two further semesters. (Maximum total duration: four semesters.

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

4. Program Leave of Absence

A scholar who is unable to pursue their program of study should apply for program and Scholarship leave of absence by completing the Application for Leave of Absence from Research Program form.

4.1. The University may approve program and Scholarship leave of absence on personal grounds, which does not exceed a total period of twelve months during the tenure of the Scholarship. An application for program and Scholarship leave of absence for more than twelve months will only be considered if there are exceptional circumstances beyond the control of the scholar and must be referred to the Manager, Fees and Scholarships.

4.2. 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.

4.3. 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.

4.4. A scholar who is the partner of a woman giving birth may be entitled to 5 days’ paid parenting leave at the time of the birth provided the Award has been held for at least twelve months at the time of application. The application for leave must be accompanied by a medical certificate confirming the date of birth.

4.5. In no circumstances can the program and Scholarship leave of absence exceed two years in total (which includes all circumstances outlined in Section 5, excluding 5.6)
4.6. A scholar is entitled to a maximum of 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 supervisor’s agreement before recreation leave is taken.

5. Termination

The Scholarship terminates:

- four weeks after the time of submission of the thesis for examination; or
- at the conclusion of the oral examination; or
- on the expiry date of the scholarship; or
- on the date on which the scholar ceases to attend the Placement or the University other than for approved absences,

whichever is the earliest.

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 University, the scholar is not making satisfactory progress in his/her approved program.