



VICE-CHANCELLOR'S TRAVEL GRANTS - Higher Degree Research CONDITIONS OF AWARD

1. INTRODUCTION

Each year the Australian National University may offer a number of awards known as the Vice-Chancellor's Travel Grants - Higher Degree Research ("the award").

The objectives of the award are to:

- enrich the quality of research undertaken by HDR students by enabling them to study for a period at an overseas institution;
- enable HDR students to develop relationships within the international research community by presenting at conferences; and
- enable HDR students to access international research facilities and equipment to conduct research activities.

2. BENEFITS

Value: The value of the award will be stated in the outcome communication. The award will be made as a one-off payment one month prior to departure, unless otherwise 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.

3. ELIGIBILITY

The award will be available each year to all continuing student who:

- (a) is enrolled in a Higher Degree by Research program at the Australian National University;
- (b) has completed at least one year full-time, or equivalent, of their candidature, and is making good progress as demonstrated by completion of all current milestones;
- (c) is travelling overseas to work as a visiting scholar at an overseas institution, or access collections or use facilities required for their research, and the period of time spent at the overseas institution will count as part of the period of candidature for the program in which the applicant is enrolled at ANU; or
- (d) is attending, and presenting a paper/seminar/poster at a conference overseas (i.e. a country other than Australia);
- (e) commences and concludes funded travel in Australia; and
- (f) has not previously been the recipient of a Vice Chancellor's HDR Travel Grant.

4. APPLICATION

Applications are open year round. The application shall be submitted on the Vice-Chancellor's Travel Grants – Higher Degree Research form and supporting documentation forwarded to the Student Finance Office, Division of Student Administration by email (student.finance@anu.edu.au) at least two months prior to the intended travel. Applicants must ensure that their application has been approved by the Chair of their supervisory panel and that all required supporting documents mentioned on the application check list provided with the application form are correct and attached. Incomplete applications cannot be processed.

5. SELECTION

Selection will be made on the basis of students meeting the eligibility criteria and the extent to which the proposed visit will enrich the applicant's higher degree research project. The award will be offered to a student by the Registrar, in consultation with the Pro Vice-Chancellor (Research & Research Training) as required, on behalf of the Vice-Chancellor.

6. CONCURRENT HOLDING OF AWARDS

Students who receive an award are 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 cannot be deferred.

8. ONGOING ELIGIBILITY

Students who receive an award are required to remain enrolled in a Higher Degree by Research program at the Australian National University while working as a visiting scholar at an overseas institution, or conducting approved research at another location.

Students who undertake personal travel while on a funded activity should discuss leave options with the Chair of their supervisory panel and apply for leave for the period of time that is personal leave.

Students who receive an award will need to complete an activity upon their return from travel. This may be a travel report or an alternate activity proposed by the supervisor and may be used for publicity for the VC Travel Grant scheme.

9. CESSATION OF AWARD

The award ceases:

- (a) at the conclusion of the travel period;
- (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 student is no longer meeting or has breached the conditions of award; or

- (e) if a student breaches academic or behavioural standards set by the University under the Academic Misconduct & Discipline Rules; or
- (f) if a student breaches academic or behavioural standards set by the host university; or
- (g) if a student breaks the law in the host country.

10. REPAYMENT OF FUNDS

If the intended activity for which funds were applied for is not successfully completed the travel grant must be refunded to the University.

The University reserves the right to recover funds if there is evidence that the funds were not used for the approved activities.

11. 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.

12. VARIATION TO CONDITIONS OF AWARD

In exceptional circumstances and on a case-by-case basis section 6 and/or 7 of these conditions of award may be varied by the Deputy Vice-Chancellor on the recommendation of the Registrar.

13. 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/>

14. 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 Strategic Communications and Public Affairs Office of the University.

15. CONTACT

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

*Student Finance Office
Division of Student Administration
Student Central, Building X-005
The Australian National University
Canberra ACTON 2601*

AUSTRALIA

Email: student.finance@anu.edu.au

16. 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.

17. 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

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

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

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