



# Research Training Program (Master of Research) and Macquarie University Research Training Program (Master of Research) Scholarships (RTPMRES and MQRTPMRES) Conditions of Award 2018

## Summary

This document outlines the 2018 Conditions of Award for the Research Training Program (Master of Research) and Macquarie University Research Training Program (Master of Research) Scholarship Scheme. It is consistent with requirements of the Macquarie University Research Strategic Framework and the Research Training Program (Master of Research) and Macquarie University Research Training Pathway Program (Master of Research) Scholarship Scheme.

The Australian Government provides funding under the Research Training Program for tuition fee offsets, living stipends and ancillary costs for candidates formally enrolled in research masters and research doctorate programs. Macquarie University allocates this money to support select candidates in the second year of the BPhil/MRes program, MPhil and research doctorates. Macquarie provides further scholarship support from its own resources.

These Conditions of Award cover eligibility requirements, entitlements and other conditions for the award and retention of a domestic and international Research Training Program (MRes) (RTPMRES or iRTPMRES) scholarship and Macquarie University Research Training Program (MRes) (MQRTPMRES or iMQRTPMRES) scholarships. They apply only to candidates awarded an RTPMRES, iRTPMRES, MQRTPMRES or iMQRTPMRES scholarship for study at Macquarie University in 2018.

This scholarship is not transferable to any other institution.

## Details

### 1. Eligibility

The Research Training Program (MRes) (RTPMRES or iRTPMRES) scholarships and Macquarie University Research Training Program (MRes) (MQRTPMRES or iMQRTPMRES) scholarships are subject to funding availability and applicant eligibility. The letter of offer to the successful scholarship applicant will specify details of the awarded scholarship.

Scholarships are awarded on the basis of the criteria outlined below to support and ensure excellence in research training skills for candidates enrolled in the Master of Research (MRes) degree.

To hold an award a person must:

- a) Be enrolled as a candidate for the Master of Research (MRes) program;
- b) Be enrolled on a full-time, internal attendance basis and onsite unless special approval has been granted for receipt of a part-time award by the Director, Higher Degree Research Office;
- c) Not be receiving income from another source to support the candidate's general living costs while undertaking their course of study if that income is greater than 75 per cent of the MQRTP Stipend rate. Income unrelated to the student's course of study or income received for the candidate's course of study but not for the purposes of supporting general living costs is not taken into account;
- d) Not withhold or provide false or misleading information to the University. Where there is reason to believe this condition has not been upheld, the University reserves the right to reassess the candidate's entitlement to the award; and

- e) Candidates who receive 32 credit points of advanced standing may enter the MRes program in Year 2. These candidates must also meet the standard entry requirements for admission. Eligibility for a Year 2 stipend will be determined through a competitive ranking process.

## **2. Ongoing Eligibility**

Continued eligibility for the RTPMRES, iRTPMRES, MQRTPMRES or iMQRTPMRES scholarship is subject to satisfactory academic performance, as outlined below, and continued enrolment in the MRes program.

Any variations to enrolment, including but not limited to deferral, suspension, change of study load or change of residency status, are likely to affect the scholarship holder's eligibility for the scholarship.

### **Year 1 (MQRTPMRES scholarships only)**

Full-time<sup>1</sup> enrolled candidates who are awarded an MQRTPMRES or will be paid a stipend of AUD\$4,000 in Session 1. Students who achieve a minimum overall weighted average of 65 at the end of Session 1 may also be eligible for a stipend of AUD\$4,000 in Session 2. Enrolment in Session 3 units will not be considered when determining a domestic Year 1 candidate's eligibility for the stipend payment in Session 2.

If a candidate withdraws from any unit(s) after the census date in either Session 1 or Session 2 in Year 1, and becomes ineligible, the student will not be entitled to receive MQRTPMRES scholarship funding for that session. Any payments that have already been made will be regarded as an overpayment and will need to be returned to the University.

### **Year 2 (RTPMRES, iRTPMRES, MQRTPMRES, iMQRTPMRES)**

Eligibility for a Year 2 stipend will be determined through a competitive ranking process, based on performance in all Year 1 units. Exempt units will not be counted for calculation of the 'weighted average'. The final weighted averages of all BPhil candidates will be ranked and only the top ranked candidates will be awarded a Year 2 scholarship.

Candidates enrolling in Session 3 will also be considered provisionally based on their completed units. Final outcome for eligibility will be dependent on meeting the required scholarship allocation cut-off weighted average.

### **Domestic candidates**

In 2018, full-time domestic candidates entering the second year of the program who have been ranked for scholarship will receive a RTPMRES stipend (see 3.1) or MQRTPMRES stipend at the same rate as the RTP stipend for PhD (Rate for 2018 is to be advised, tax exempt and subject to indexation).

### **International candidates**

The University offers a limited number of scholarships to international MRes Year 2 candidates through the competitive International Research Training Program Scholarship round each year. This process is new direct entry international candidates and International MRes Year 1 candidates progressing to Year 2. Applicants for admission to PhD who are counter-offered entry to MRes Year 2 with a provisional 3-year PhD, and who rank competitively for a scholarship, may be offered a scholarship to offset their MRes Year 2 tuition fees and a living allowance stipend (MRes/PhD bundle offers).

## **3. Scholarship Components**

### **3.1 RTPMRES or MQRTPMRES Stipend**

#### **Year 1**

The Year 1 MQRTPMRES scholarship stipend in 2018 for domestic full-time enrolled scholarship holders is AUD\$8,000 per annum tax free. This is paid in two tranches following confirmation of continued full-time enrolment after each sessional census date and of meeting the eligibility requirements set out in Section 2.

#### **Year 2**

The Year 2 RTPMRES and MQRTPMRES scholarship stipend in 2018 for full-time enrolled scholarship holders is to be advised (2017 rate is \$26,682), as per conditions outlined in Section 2. Year 2 stipend payments will be made fortnightly in arrears from the date of confirmation of enrolment until the end of the year or date of withdrawal, in the case of students withdrawing from the program during the year. If a candidate is approved by the Deputy Vice Chancellor (Research) or delegate to enroll on a part-time basis, the part-time

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<sup>1</sup> Full-time enrolment is defined as a minimum of 3 units in a given session.  
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RTPMRES or MQRTPMRES stipend rate will be 50 per cent of the full-time RTP or MQRTP stipend rate.

The stipend for the full-time award is currently tax exempt under Section 51-10 of the Income Tax Assessment Act 1997. This tax exemption status is determined by the Australian Government and no guarantee can be given by the University on this matter. It is the responsibility of individual award holders to seek their own taxation advice.

### 3.2 Tuition Fee Offset

- a) All domestic scholarship holders in Year 1 of the Bachelor of Philosophy/Master of Research (BPhil/MRes) are provided a Commonwealth Supported Place. Commonwealth supported students are liable to pay a student contribution towards the units they study.
- b) For candidates in Year 2 of the program the University will provide a tuition fee offset for the scholarship duration to extinguish the liability of the candidates to pay tuition fees, unless otherwise specified in the letter of offer. Candidates who have not submitted their thesis by the end of the scholarship tenure will be required to pay the program tuition fee applicable at the time of scholarship expiry.
- c) Tenure of award – Tuition Fee Offset

The tenure of award of tuition fee offsets for international and domestic RTPMRES and MQRTPMRES in Year 2 of the program is from confirmation of enrolment until the end of the year or date of withdrawal (normally 01/01 – 31/12 of the year of enrolment), and will be stated in the letter of offer.

- d) If approved as part of a co-funded or other agreement, the University may provide full or partial tuition fee offset for selected International candidates in Year 1 and/or Year 2 of the approved program. In such cases, details will be specified in the letter of offer.
- e) RTPMRES Allowances (International candidates only)

International candidates in receipt of an iRTPMRES scholarship may have an allowance included in their offer, to meet the costs of a standard single Overseas Student Health Cover (OSHC) policy.

## 5. Employment

In Year 2, the University recommends that paid employment should take up no more than 14 hours per week on average throughout the year (728 hours per scholarship year). Scholarship holders must discuss their intended part-time employment with their MRes Advisors and supervisor and seek agreement on the appropriate amount of time they may spend in employment without affecting their study. This may be less than the University's recommended rate. The undertaking of teaching or academic work or any other form of employment shall not be regarded as an obligation under the conditions of the scholarship. International students must check their individual visa requirements.

## 6. Leave

### Year 1

In the first year, enrolment is based around sessional dates and breaks are scheduled. If performance within study terms has been impacted by a serious and unavoidable disruption (as defined in the Macquarie University Disruption to Studies Policy and Procedure) such that they do not reach their usual demonstrated performance level, students should discuss their situation with their Faculty MRes Advisor and follow the **University's Disruption to Studies procedure**.

### Year 2

Stipend holders are entitled to receive up to 20 working days paid recreation leave and ten (10) working days paid sick leave. Stipend holders are entitled to receive additional paid sick leave of up to a total of 60 working days during the duration of the stipend for periods of illness where the candidate has insufficient sick leave entitlements available, provided that a medical certificate has been provided. A period of paid sick leave will extend the candidate's Expected Work Submission (EWS) date and stipend expiry date by the duration of the approved sick leave.

Scholarship holders may submit a request for sick or other leave where the illness or other circumstance will have serious impact and disrupt their program of study on the **Leave of Absence Master of Research Year 2 form**. Candidates may only request leave for a minimum period of two (2) weeks to a maximum of three (3) months. Leave requests must be submitted at least fourteen (14) days prior to the requested leave period.

Requests submitted within three (3) months of a candidate's EWS date may not be approved. In these cases, candidates should consider applying for an extension to their EWS date on the **MRes Extension Form**.

## 7. Obligations of the scholarship holder

- a) A scholarship holder who is unable to pursue their degree, other than while on approved leave, must notify the MRes Scholarships Officer, Higher Degree Research Office (HDRO), so the scholarship can be terminated.
- b) Scholarship holders are required to repay to the University any allowances or stipend overpaid, whether through the candidate's failure to comply with the conditions governing the scholarship or from any other cause.
- c) While the scholarship holder may be free to publish any results arising from research completed while on scholarship, any publications must acknowledge that the work was done while holding the scholarship.
- d) Scholarship holders must be aware of and comply with the University's research ethics policies and procedures about the gathering and use of data, and comply with the Australian Code for the Responsible Conduct of Research, and relevant external and internal ethical guidelines (see [http://www.research.mq.edu.au/research\\_integrity](http://www.research.mq.edu.au/research_integrity))

## 8. Review process

Candidates may request a review by the Deputy Vice Chancellor (Research) of any decision affecting their scholarship in relation to the implementation of these scholarship Conditions of Award.

Candidates wishing to request a review should submit the request to the Director, HDRO within four (4) weeks of the date of the original decision as advised to the applicant.

## 9. The University

The University reserves the right to amend these Conditions of Award for commencing scholarship holders.

### Related Plans/Resources/Documents

Macquarie University Strategic Research Framework 2015-2024 <http://www.mq.edu.au/about/about-the-university/governance/executive/deputy-vice-chancellor-research/world-leading-research>

Macquarie University Research Training Program (Master of Research) Scholarship (RTPMRES and MQRTPMRES) Scheme 2018

Macquarie University Disruption to Studies Policy

[http://www.mq.edu.au/policy/docs/disruption\\_studies/policy.html](http://www.mq.edu.au/policy/docs/disruption_studies/policy.html)

Macquarie University Disruption to Studies Procedure

[http://www.mq.edu.au/policy/docs/disruption\\_studies/procedure.html](http://www.mq.edu.au/policy/docs/disruption_studies/procedure.html)

Research Integrity at Macquarie University [http://www.research.mq.edu.au/research\\_integrity](http://www.research.mq.edu.au/research_integrity)

<b>Contact Officer</b>	Executive Director, Training and International Research Training Partnerships
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