Higher Degree Research Office
Scholarships for Domestic HDR Candidates
Information for Applicants

2019 RTP/MQRES ROUND
Applications close: 31 October 2018
Research Training Program Scholarships and (RTP)
additional Macquarie University Research Excellence Scholarship (MQRES)

While every effort has been made to ensure the accuracy of the information in this leaflet as at August 2018 guidelines for these awards may be subject to change.

GENERAL INFORMATION

Popular Awards

The Research Training Program (RTP) scheme is administered by individual universities on behalf of the Department of Education and Training. Applications for a RTP Scholarships need to be made directly to participating universities. Macquarie University has its own application and selection process, as outlined in the Macquarie University Research Training Program Scholarship Guidelines. The number of domestic candidate places funded through the RTP (Research Training Program Scholarships, RTP) varies from year to year.

The Macquarie University Research Excellence Scholarship (MQRES) scheme is a Doctoral (PhD) scholarship program that aims to support exceptional research students enrolled in research priority areas aligned with the University's Strategic Research Framework 2015 to 2024 World - Leading Research with World - Changing Impact, as well as the broader University.

Macquarie also offers scholarships to Master of Research (MRes) candidates and will be ranked for scholarship through this competitive RTP round.

Selection Process

Macquarie University offers available awards to eligible candidates in accordance with the MQ Research Training Program Scholarship Guidelines, and the Macquarie University HDR Scholarship Rating Criteria.

RTP/MQRES Round: offers are generally advised in mid-December with candidates expected to commence their scholarship in first semester of the following year (Session 1 2019). Special approval is required for deferral to the second half of the year.

HOW TO APPLY

New Applicants to Macquarie University

For new* applicants, the Higher Degree Research Office at Macquarie University uses a single online application to apply for both candidature and scholarship. The application process is as outlined on the How to Apply webpage and follow the steps to complete an application. The Higher Degree Research Office (HDRO) will only consider full and complete applications. To submit a complete application, you are required to provide the HDRO with the following:

- Official academic transcripts for all prior studies (e.g. Bachelors, Masters, etc.) and evidence of current program enrolment (if applicable). If you are currently enrolled in program from another university we can accept unofficial transcripts of the current program that have the university stamp/seal.
- Official university awarded degree/statement of completion for all prior studies
- Research Proposal
- Detailed CV (including all research output e.g. publications, journal papers, etc)
- Proof of identity, such as Copy of Passport, Certificate of citizenship, birth certificate
- Abstracts of prior thesis/major research projects and details as required in the application (including word count, number of examiners, value and grade of thesis).
- Supporting documentation for any claimed publications, conference presentations, books or book chapters, and articles
- Copy of your English Language Test results (if you have completed one)

All documentation must be in English. Documents in languages other than English without certified English translations cannot be accepted.

*Current MQ HDR Candidates and applicants that have previously received a valid Macquarie University letter of offer for a Higher Degree Research program within the last 12 months need to refer to the application process for ‘Other applicants’.

2019 RTP ROUND INFORMATION
‘Other applicants’ - Current MQ HDR Candidates and applicants that have previously received a valid Macquarie University letter of offer

Applicants who are currently enrolled in an MQ HDR program:

- Complete and submit the HDR Application for Scholarship Only form (available on our [Forms website](#)) and include supporting documentation, such as:
  - any additional information or research output since original application and commencement
  - updated CV
  - letter of offer and/or research student profile
- Indicate RTP/MQRES under the scholarship details question
- Must email the application to hdrschol@mq.edu.au in ONE pdf document and MUST indicate in the subject line the MQ ID, full name and ‘Scholarship Application for RTP/MQRES Domestic Main Scholarship Round’
- Must request their referees to send the Academic Referee Reports directly to hdrschol@mq.edu.au.

While current candidates are eligible to apply, any consumed prior enrolment will be counted as advanced standing and will reduce the maximum scholarship duration offered.

Applicants who hold a Macquarie University candidature offer LESS than 12 months old:

- Complete and submit the HDR Application for Scholarship Only form (available on our [Forms website](#)) and include supporting documentation, such as:
  - any additional information or research output since original application,
  - updated CV
  - letter of offer
- Must request and include with application approval from the Faculty to defer the candidature commencement to Session 1 2019
- Indicate RTP/MQRES under the scholarship details question
- Must email the application to hdrschol@mq.edu.au in ONE pdf document and MUST indicate in the subject line the MQ Applicant ID, full name and ‘Scholarship Application for RTP/MQRES Domestic Main Scholarship Round’
- Must request their referees to send the Academic Referee Reports directly to hdrschol@mq.edu.au.

Academic Referee Reports:

All applying for the Domestic Main Scholarship round must have Academic Referee Reports in support of their application. Eligibility for scholarship cannot be determined if referee reports are not received. A minimum of two referee reports is required. If one referee is your proposed or current supervisor, then additional referee reports are required per current/proposed supervisor.

You will need to complete the personal details section on the Academic Referee Report form, available from the HDRO [Forms website](#), and forward this to your nominated referees. Each referee should complete and return the report directly to the University no later than Wednesday 7 November 2018 11:59PM (AEDT). Your referee does not need to fill in information they cannot comment. Referee reports are confidential and if received from the candidate cannot be considered.

Due to the number of applications and reports we receive we would ask you to please check directly with your referee if you wish to confirm if these reports were sent. If time permits, we will send you an email if we have not received the referee reports.

Referee reports are checked for authenticity and referees may be contacted to verify details. Once completed, the reports should not be returned to the applicant. The referee is requested to email this report directly to the University at the email address provided on the report.

English Language Requirements:

Each applicant must provide evidence of their English language proficiency and the minimum criteria can be located on the [How to Apply – English Language Requirements website](#). Eligibility for scholarship cannot be determined if applicants are unable to provide evidence that they meet the minimum criteria. Evidence of English language proficiency must be provided directly to the University no later than Wednesday 7 November 2018 11:59PM (AEDT). There will be no exceptions or waivers.

| Applications may not be considered for scholarship if all required documentation has not been received |
**GENERAL SCHOLARSHIP CONDITIONS**

This information provides a general overview, and should be read in conjunction with the [MQ Research Training Program Guidelines](#). Applicants should always review the terms of their individual award offer and conditions in their letter of offer of scholarship.

All successful RTP applicants for a PhD will receive 3 years of tuition fee coverage and a travel allowance (applied to the OPAL travel card). Successful MPhil candidates receive funding for 2 years and successful MRes Year 2 candidates will receive funding for 1 year. Additionally, successful RTP applicants will receive an annual stipend (living allowance), currently valued at $27,596 pa, tax exempt (2019 rate).

The fully internally funded MQRES, offers the same stipend plus tuition fees for students enrolling in 2019.

Neither the RTP nor the MQRES cover relocation costs, establishment allowances or thesis allowances.

**ELIGIBILITY CRITERIA**

Awards will only be available to applicants who:

- are citizens of Australia or New Zealand or Permanent Residents of Australia.
- have already completed, or expect to complete in 2018 a research master’s degree
- are enrolling as full-time students
- will undertake a Master of Research Year 2 (MRes Y2) or Master of Philosophy (MPhil) or Doctorate (PhD) in 2019.
- Scholarship holders must reside in Sydney, Australia during their award tenure, unless on approved overseas research leave.

Awards will not be available to those who:

- are receiving another equivalent or major award, scholarship or salary to undertake the proposed program
- have already completed a research Doctoral degree or its equivalent
- have already completed a higher degree in research at the same level or at a higher level than the proposed candidature
- 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 student’s entitlement to the award.

Award-holders may:

- be in receipt of minor awards, allowances or other earnings which are supplementary to an RTP or MQRES, or derived from part-time work undertaken within the guidelines set by the relevant scholarship conditions
- receive stipend top-up funding from industry or other sources to a maximum equivalent to 75% of the basic Research Training Program (RTP) stipend rate
- be in receipt of additional funds for field work, equipment and other such expenses not covered by the award.

**Selection Criteria**

Macquarie University ranks applicants on the basis of academic merit, relevant research output and experience and/or potential and the University’s Strategic Research Framework [2015 to 2024 World - Leading Research with World - Changing Impact](#). You must satisfy all the criteria for admission to Macquarie University.

If you are seeking to establish eligibility for a scholarship you are encouraged to provide full documentation of your achievements to assist in the assessment of your qualifications. Other relevant research qualifications which may be considered include:

- Completion of a research master’s degree or equivalent e.g. a coursework Masters with a substantial research component (you will be asked to provide information on your thesis abstract, length, grade, examination process and the percentage of research component in the course)
- Published research (preferably in refereed publications: journals, books, book chapters etc)
- Conference presentations (preferably refereed)
- Highly relevant and substantial work-related research experience.
ASSESSMENT OF QUALIFICATIONS GAINED OVERSEAS

In order to rank all applicants against a common standard of assessment, the University refers to the National Office of Overseas Skills Recognition (NOOSR) Country Education Profiles for the assessment of qualifications gained at overseas institutions. These guidelines provide a comparison of the overseas qualification against the Australian system of education. Please note that failure to provide adequate documentation such as full transcripts of all tertiary studies (and an official certified English translation if the original is not in English) may jeopardise your application.

You may include other documentation of your achievements as appropriate, to assist in the assessment of your application. It is recommended that you also discuss your qualifications and application with an academic staff member in your proposed area of study.

More information is available at the Australian Government’s Study in Australia web resource.

FURTHER INFORMATION ABOUT SCHOLARSHIPS

Information about currently available HDR scholarship opportunities is published on the Higher Degree Research Office website.

For enquiries regarding conditions of award, or the scholarship application process contact:
HDR Management Team (Scholarships)
Higher Degree Research Office
Email: hdrschol@mq.edu.au

APPEAL PROCEDURES

If you consider that your application has been incorrectly assessed in the application process, then you may appeal in writing to the Executive Director, Research Training and International Research Training Partnerships on hdrmanagement@mq.edu.au within 4 weeks of the notified outcome.