

Scholarship Selection Process for the Business School

Selection is based on academic merit and research potential. To achieve this, the Faculty prepares a ranked list, in order of final mark as described below, of all applicants that it wishes to support for the award of a scholarship. The checked Faculty lists will be combined into a single list using the applicants' final mark.

The applicant's final mark consists of the UG WAM and/or Honours 1 (or Honours 1 equivalent) mark and Research Potential Indicator. The use of these components is based on whether the applicant has attained an Honours 1 degree, has completed his/her most recent studies (Honours 1 degree or equivalent – see 2 below) within the last five years by the time the scholarship is being awarded, and the extent of any relevant research/professional experience. A greater weight is given to the Honours 1 (or H1E) mark. The Faculty ranked list will then be reviewed by the Faculty Scholarship Committee.

UG WAM: The undergraduate weighted average mark (average mark, weighted according to the relative credit point value of the individual units of study) is obtained by averaging the marks the applicant obtained in *all* second and third year units of study in the relevant degree. The UG WAM of combined degrees will normally be calculated from all units except those in the first year and the honours subjects.

H1 (or H1E) mark: This is the mark achieved in the Honours (or equivalent) degree. The criteria for ranking Honours 1 equivalent qualifications are detailed in section 2 below.

Research Potential Indicator (RPI) point: RPI points are awarded for relevant research and/or professional achievements as detailed in section 3 below.

1 Calculating the UG WAM and Hons Mark

It is the responsibility of applicants to provide numerical marks of their academic results wherever possible. If the mark is not available or is unobtainable, the result will be entered at the respective **mid-point** for the equivalent Pass (i.e. 57) and Credit (i.e. 69.5) grades at the University of Sydney. A mark at the **lowest one-third** (i.e. 78.33) will be entered for the equivalent Distinction and the **lowest mark** (i.e. 85) for High Distinction grades. If the results are ungraded, applicants should provide information on the overall position in the class and/or thesis examiners reports if available. It is important to provide the grading system showing the range of marks or the minimum mark required for each grade and different levels of Honours. Discounting of marks will be made to account for a pass mark of e.g. 60 used in some overseas institutions compared to 50 in Australian universities. Scaling of Honours 1 marks will be made if the institution does not use 80 as the cut-off requirement for Honours 1. This is also applicable to University of Sydney honours marks awarded before the standardisation of Honours 1 at 80.

2 Honours 1 Equivalence

Where applicants did not have an Honours 1 degree, they can be ranked as having an Honours 1 equivalent degree on the basis of an additional qualification under the following criteria:

a) A completed Master of Philosophy (or equivalent) by thesis. In this case, the 'Hons mark' will be 83 unless a higher thesis mark has been recorded on the transcript.

b) A completed Masters by coursework with a weighted average mark of at least 80 and a research component (requiring the completion of a dissertation, treatise, long essay or major report) of at least 12 credit points (where 48 credit points denotes a one-year full-time course). In this case, the weighted average mark in all units of study, including the dissertation, will be the 'Hons mark'.

c) A completed Masters by coursework with a weighted average mark of at least 80 and a research treatise of $\geq 25,000$ words as a requirement of the course. In this case, the weighted average mark in all units of study, including the treatise, will be the 'Hons mark'.

d) A completed Masters by coursework with a weighted average mark of at least 80 and a research component verified by the Faculty Research Committee to be academically demanding and a relevant foundation in research training for the proposed PhD project.

e) A completed Masters Preliminary or Graduate Diploma with a research component (as per b above) of at least 25% of the course, requirements and assessment equivalent to Fourth Year Honours at Honours 1 standard (a minimum mark of 80). In this case, the weighted average mark in all Masters Preliminary or Graduate Diploma units of study will be the 'Hons mark'.

f) Overseas qualifications that are considered as equivalent to an Australian Honours 1 degree. In this case, the weighted average mark (after discounting/scaling if applicable) in all units of study will be the 'Hons mark'.

g) Graduates who did not have an Honours 1 result but have attained membership or fellowship of prestigious learned professional organisations by advanced study, examination and professional practice *may* be eligible for H1E. The Faculty will require the candidate to demonstrate an appropriate level of academic rigor. In all such cases, the 'Hons mark' will be 80. In assessing whether membership or fellowship of a learned body confers the H1E status, consideration will be taken of the level of additional skills and training required for membership, the length of training required, and the academic level and pass rate of the entrance examination.

3 Research Potential Indicator (RPI)

RPI points may be awarded on the basis of demonstrable research performance, relevant professional and direct research experience as per the following criteria.

a) Relevant academic qualifications in addition to Honours 1. Examples are a completed Masters by research degree (with a research component of at least 2/3 of the course), a completed second Honours 1 degree (in a combined honours degree).

b) Scholarly publications (must contain original work or substantial original analysis, be published or accepted for publication by a reputable publisher) in the relevant field of research within the last **five** years.

Examples are:

- A published book or chapter in an edited book (not conference proceedings).
- A published research article in a refereed international journal.
- A published or refereed conference paper, a published or refereed presenting author abstract in a national or international conference, a published, peer-reviewed book/literature review or a published research report/case study in a refereed journal.
- A patent that has been granted after an examination process by a government agency.

c) Relevant professional experience at a responsible level or direct research experience of at least two full-time years since graduation and not in a training situation.

It is the responsibility of the applicants to provide details and evidence of such performance or experience in accordance with the instructions below.

For **scholarly publications** which you have authored, please list the following information for each of your publications:

1. **Year of Publication:** Publications must have been published after 1 November 2004 (i.e. no more than 5 years old).

2. **Peer Review:** Journal articles, reviews and case studies **must be peer reviewed (refereed)**. Please verify the peer review status of your work through the following two online databases and state the place from where you have obtained your peer review proof:

- Ulrich's Periodicals Directory <http://www.ulrichsweb.com/ulrichsweb/> (the journal information must contain a field stating 'refereed - yes')
- Thomson Reuter's Journal Master List <http://science.thomsonreuters.com/cgibin/jrnlst/jlsearch.cgi?PC=MASTER>

3. Publication Proof: There must be proof that the research has been published (i.e. a URL directly to the online version of the article or a copy of the front page of your published work), or proof that the research has been accepted for publication (e.g. acceptance letter from the editor). Conference abstracts/papers: copy of the conference program showing your name as a presenter and copy of abstract/paper if it has been published by the conference organiser (or a URL directly to these items if they are publicly available online).
There is no need to include a hard copy of your publication with your application if you have provided a URL as publication proof.

4. Author/s: *Must* be listed in the order that appears on the publication.

5. Title of Article: Name of journal article, book chapter, conference paper, or conference abstract.

6. Title of Publication: Name of journal, book, or conference proceedings.

7. Volume/Issue: The issue and volume of a journal article, or the volume and edition of a book where applicable.

8. Pages Number/s

9. ISSN/ISBN: Journals have an 8 digit ISSN number, books have a 10 or 13 digit ISBN number.

10. Publisher and Place of Publication: The name of the publisher and place of publication.

11. Notes: Any other information relevant to the assessment of your published research. Do not include the following as they will not be assessed under RPI:

- Publications that are not research (e.g. newspaper or magazine articles).
- Publications or outputs more than five years old.
- Publications that have been submitted or under consideration.
- Publications that have been considered but require revision before acceptance.
- The same (or substantially the same) work being published/presented again in a book, journal or conference.

For your **relevant professional experience** (of at least two full-time, or part-time equivalent, years), please include the following information and evidence for each of your employment:

1. Month and Year of Employment, full or part-time (state how many hours/days a week): the total duration of all your employment or work must be equivalent to at least two full-time years since graduation.

2. Job Title and a short description of the duties that you performed: to be assessed under RPI, the experience needs to be at a responsible level or direct research. Experience gained in a training situation (such as internship) will not be considered.

3. Documentary evidence: attach letter/s from your employer/s detailing duration, full or part time, and level of responsibility of relevant employment or direct research experience. Documents such as payslips or income statements from your employer/s are not sufficient proof and will not be accepted. Attaching a curriculum vitae only will **not** be sufficient for this purpose.