

The University of Sydney
THE MEDICAL FOUNDATION SCHOLARSHIP
CONDITIONS OF AWARD

The Medical Foundation Scholarship was established in 2006 to promote and encourage medical research at the University of Sydney.

The scholarship shall be awarded under the following conditions:

Eligibility

1. Graduates or graduands of any approved Australian or overseas university are eligible to apply.
2. Applicants must demonstrate evidence of outstanding research ability and experience in a relevant field.
3. To take up the award, a student must be enrolled for a full-time Doctor of Philosophy in the Faculty of Medicine, be an Australian citizen, a New Zealand citizen or an Australian permanent resident.

Tenure

4. An award shall be tenable for up to three years for the degree of Doctor of Philosophy. Periods of study undertaken towards the research degree prior to the commencement of the award will be deducted from the maximum tenure of the award.
5. A student may not hold another scholarship providing a living allowance in conjunction with a Medical Foundation Scholarship. Furthermore, if a student is offered another scholarship of greater or equal value s/he must accept that scholarship and relinquish his/her Medical Foundation Scholarship.
6. A student must commence his or her scholarship by the date stipulated in the letter of offer. A request to defer commencement of the award will only be considered subject to Faculty approval to defer commencement of candidature. See also sections 16 and 17 on suspensions.

Stipend

7. Each award shall provide a tax exempt stipend of A\$30,000 per annum.
8. Medical Foundation Scholarship holders will be granted a HECS-exempt place under the Research Training Scheme for the tenure of their award.

Leave Arrangements

9. Medical Foundation Scholarship holders receive up to 20 days recreation leave each year of the award and this may be accrued. However, the student will forfeit any unused leave remaining when an award is terminated or completed. Recreation leave does not attract a leave loading and the supervisor's agreement must be obtained before leave is taken.
10. Medical Foundation Scholarship holders may take up to ten days sick leave each year of the award and this may be accrued over the tenure of the award. Students with family

responsibilities caring for sick children or relatives may convert up to five days of their annual sick leave entitlement to carer's leave on presentation of medical certificate/s. Students taking sick leave must inform their supervisor as soon as practicable.

11. Medical Foundation Scholarship holders may receive additional paid sick leave of up to a total of twelve weeks during their award for medically substantiated periods of illness lasting longer than ten days. Students applying for additional paid sick leave must do so at the start of absence or as soon as practicable. Periods of additional paid sick leave are added to the normal duration of the award. All claims must be supported by a medical certificate.
12. Once Medical Foundation Scholarship holders have completed twelve months of their award, they are entitled to a maximum of twelve weeks paid maternity leave during the tenure of the award. Students applying for paid maternity leave must do so at least four weeks prior to the expected date of birth. Periods of paid maternity leave are added to the normal duration of the award. Medical Foundation Scholarship holders who have not completed twelve months of their award may access unpaid maternity leave through the suspension provisions.

Employment

13. Medical Foundation Scholarship holders may undertake part-time work up to a maximum of twenty hours per week, evening, weekend and holiday work included. If employed by the University, the appointment must not exceed half time or 50% of a full time position. However, work undertaken must not interfere with the student's study programme and progress. There is no limit on how much income an award holder can receive from part-time work but this income will not be tax-exempt.

Research overseas

14. PhD students must complete a minimum of two semesters at the University and Masters students must complete a minimum of one semester at the University. Approval to conduct research outside Australia must be sought from the student's supervisor, head of department and the Faculty, and will only be granted if the research is essential for completion of the degree. All periods of overseas research are cumulative and will be credited to a student's candidature. Students must remain enrolled at the University and submit a *Candidature Variation* form through the Faculty Office in order to obtain permission to count the time at the overseas institution.

Transfer

15. Scholarship holders may convert from a Research Masters degree to a Research Doctorate degree or vice-versa provided such change in candidature is approved by the relevant Faculty and Research Office is notified. The maximum duration of a converted Medical Foundation Scholarship becomes that for the new candidature.

Suspension

16. Students may not apply for a suspension within the first 6 months of the tenure of their award.
17. Medical Foundation Scholarship holders may apply for up to 12 months suspension for any reason during the tenure of their award. Periods of suspension are cumulative and failure to resume study after suspension will result in the award being terminated. Approval to suspend must be given both by the Faculty and by the head of the department concerned. Periods of study towards the degree during suspension of the Medical Foundation Scholarship will be deducted from the maximum tenure of the award.

Changes in Enrolment

18. Scholarship holders must notify the Faculty and the Research Office promptly of any changes to their enrolment including but not limited to: attendance pattern, suspension, leave of absence, withdrawal and course transfer. If the award holder does not provide notice of the changes identified above, then the University may require repayment of any overpaid stipend.

Termination

19. The award will be terminated on resignation or withdrawal of the student, upon submission of the thesis or at the end of the award, whichever is earlier. Awards will be terminated before this time if after due enquiry the University concludes that a student has not carried out the course of study with competence and diligence or in accordance with the offer of the Medical Foundation Scholarship, or fails to maintain satisfactory progress, or has committed serious misconduct.

Annual Report

20. All students must complete an Annual Progress Report form towards the end of each year. Renewal of awards will be dependent on the report being considered satisfactory by the Chair of the Board of Postgraduate Studies of the Faculty of Medicine.

21. All students must submit an annual report to The Medical Foundation for inclusion in the Medical Foundation Annual Report. Reports are due by 30 January each year.

I hereby agree to abide by the Conditions of Award and accept the Medical Foundation Scholarship.

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Name (Please print)

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Signature Date

Intended commencement date:

Degree course: