



UNIVERSITY OF SYDNEY POSTGRADUATE AWARD

TERMS AND CONDITIONS 2019

Eligibility

1. Applicants must be an Australian citizen, a New Zealand citizen or an Australian permanent resident at the time of award.
2. University of Sydney Postgraduate Award (UPA) Stipend Scholarship ('the Scholarship') holders are expected to enrol in a full-time postgraduate research degree. The University may approve a part-time UPA where a student is able to demonstrate significant carer commitments or a medical condition which limits the capacity to undertake full-time study.

Tenure

3. The Scholarship may be held for three years (full time) for Research Doctorate studies, or for two years for Research Masters studies if commenced prior 1 January 2019, or 1.75 years if commences on or after 1 January 2019. A Research Doctorate student may apply for a maximum extension of up to six months subject to satisfactory progress, provided the grounds are related to study (not of a personal nature), and are beyond the control of the student. No extensions are possible for Research Masters students. Periods of study already undertaken towards the degree prior to the commencement of the award will be deducted from the maximum tenure of the award.
4. A student is expected to commence the Scholarship by the census date of their commencing intake, and during the year the Scholarship is awarded. If a student has commenced their studies, the scholarship may commence no earlier than the day it is awarded. Deferment of scholarship is considered on a case-by-case basis by the Head of Scholarships.

Stipend and Allowances

5. Holders of the Scholarship who enrol full time receive a stipend of \$27,596 per annum, indexed annually on 1 January.
6. A student who relocates their place of residence to take up the Scholarship may claim an allowance for eligible expenses as published in the University's Stipend Scholarship relocation allowance information. The value of the allowance is up to \$515 for each eligible adult and \$255 for each eligible child. The absolute maximum value of relocation expenses that a student may receive is \$1,485.
7. Reimbursement of up to \$420 for Masters candidates and up to \$840 for Doctoral candidates will be made for eligible claims for direct costs of producing a thesis in accordance with the University's thesis allowance claim information. The claim must be lodged with the Higher Degree by Research Administration Centre (HDRAC - hdrac.scholarships@sydney.edu.au) within one year of submission of the thesis and no more than two years after termination of the award. Costs associated with printing a thesis are not eligible as printed thesis is no longer required for submission and examination.
8. Holders of the Scholarship may receive a concurrent award, scholarship or salary to undertake their research degree provided such award, scholarship or salary provides a benefit less than 75% of the Scholarship. The Scholarship will be terminated if this limit is exceeded. Salary for work unrelated to the student's research is not subject to this limit.

Tuition Fee

9. As an eligible Higher Degree by Research student, your tuition fees will be met by the Commonwealth Government's Research Training Program for a period of two years for Research Masters and four years for Research Doctorate degrees.

Leave Arrangements

10. Holders of the Scholarship receive up to 20 working days recreation leave every 12 months of the Scholarship and this may be accrued. Any unused leave when the Scholarship is terminated or completed will be forfeited. Recreation leave does not attract a leave loading. The supervisor's agreement must be obtained before leave is taken.
11. Holders of the Scholarship may take up to 10 working days sick leave every 12 months of the Scholarship and this may be accrued over the tenure of the Scholarship. Students with carer responsibility may convert up to five days of their annual sick leave entitlement to carers leave on presentation of medical certificate/s. Students taking sick leave must inform their supervisor as soon as practicable.
12. Holders of the Scholarship may receive additional paid sick leave of up to a total of twelve weeks during their scholarship for medically substantiated periods of illness where the student has insufficient sick leave entitlements available under Clause 11 above. 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 duration of the Scholarship.
13. Once holders of the Scholarship have completed twelve months of their award, they are entitled to a maximum of twelve weeks paid maternity leave during the tenure of the Scholarship. Students applying for paid maternity leave should do so at least four weeks prior to the expected date of confinement. Periods of paid maternity leave are added to the duration of the Scholarship. Holders of the Scholarship who have not completed twelve months of their award may access unpaid maternity leave through the suspension provisions.

Research Overseas

14. Holders of the Scholarship may not normally conduct research overseas within the first six months of an award.
15. Holders of the Scholarship may conduct up to 12 months (18 months for students of Anthropology and other special cases) of their research outside Australia. Approval must be sought from the student's supervisor, and Head of department/School, 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 counted towards a student's candidature. Students must remain enrolled at the University and receive approval to Count Time Away.

Conversion between Research Masters and Research Doctorate degrees

16. Holders of the Scholarship may convert from a Research Masters degree to a Research Doctorate degree or vice-versa provided such change in candidature is approved by the Faculty/University School. The maximum duration of a converted RTP Stipend Scholarship becomes that for the new candidature.

Transfer

17. The Scholarships are University funded and cannot be transferred to other universities.

Suspension

18. Holders of the Scholarship cannot suspend their award within the first six months.

19. Holders of the Scholarship 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 by the Head of the Department/School concerned. Periods of study towards the degree during suspension of the Scholarship will be deducted from the maximum tenure of the Scholarship.
20. Female holders of the Scholarship are entitled to up to an additional 12 months suspension (less any period of paid maternity leave) following each birth. The Scholarship holder should apply for the suspension within four weeks of the expected date of confinement.

Changes in Enrolment

21. Holders of the Scholarship must notify HDRAC promptly of any planned changes to their enrolment including but not limited to: attendance pattern, suspension, leave of absence, withdrawal, course transfer, and candidature upgrade or downgrade. If the award holder does not provide notice of the changes identified above, the University may require repayment of any overpaid stipend.

Termination

22. The Scholarships will be terminated on resignation or withdrawal of the student, upon submission of the thesis or at the end of the award, whichever occurs first. The Scholarships 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 Scholarship, or fails to maintain satisfactory progress, or has committed serious misconduct. Stipend payment will be suspended throughout the duration of the enquiry/appeal process.

Appeal

23. The University recognises the right of any student to appeal to the Deputy Vice-Chancellor (Education) against any decision affecting the award or tenure of the Scholarship.