
UNIVERSITY OF SYDNEY INTERNATIONAL SCHOLARSHIP (USydIS) 2018

TERMS AND CONDITIONS

Enrolment

A recipient of a USydIS must be commencing a full time, on campus enrolment in a Higher Degree by Research (HDR) as per the scholarship offer letter issued by The University of Sydney. Recipient must be enrolled by the census date of their course intake, which is also noted on the scholarship offer letter issued by the Fees and Scholarships Office. An HDR may be a research doctorate or masters by research course for which at least two-thirds of the course load is research work.

The USydIS is funded entirely by The University of Sydney as per the Faculty details stated in the scholarship offer letter and is not transferrable to another Faculty, School or Supervisor without prior approval from the Scholarships Office.

Duration of the USydIS:

The duration of a USydIS is three years for research doctorate degrees and two years for masters by research degrees. The duration of a USydIS will be reduced by any periods of study undertaken:

- towards the course of study prior to the commencement of the USydIS; and
- during suspension of the USydIS.

USydIS holders enrolled in a research doctorate degree may apply for an extension of up to six months only. Requests for extension must be made in writing and must show that the grounds for extension are beyond the control of the candidate and are related to his or her studies rather than of a personal nature (such as sick leave). No extension to the duration of a USydIS is possible for research masters candidates.

Benefits

Tuition fees

USydIS holders receive a tuition fees scholarship provided by their faculty. However, any fees and charges in relation to student visa, compulsory health cover and enrolment will not be covered by this scholarship. Compulsory subscription fees, student union/association membership or activity fees are not part of the benefits.

Stipend and allowances

- USydIS holders receive a tax-exempt stipend of \$27,082 per annum (2018 rate), paid in arrears on a fortnightly basis through the University payroll. No additional dependant allowance is available. The stipend rate will be indexed annually on 1 January.
- 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.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.
- USydIS holders may receive a concurrent stipend scholarship, or salary that is specifically provided to assist them undertake their research higher degree provided such award, scholarship and/or salary provides accumulated benefit less than 75% of the base USydIS stipend rate. The USydIS will be terminated if this limit is exceeded. NOTE the 75% limit does not apply to income derived from part time work that is not related to the scholarship holder's research. Scholarship for the purpose of tuition is not allowed.

Commencement of Studies/Deferral of Commencement

Recipients of the USydIS must enrol in their offered course and commence research at the University by the census date of their course intake. Request to defer a USydIS for personal reasons will not be considered and the University reserves the right to withdraw the USydIS offer if the recipient fails to gain an appropriate student visa or is unable to enrol and commence research at the University by the deadline.

Leave Allowances

Recreation leave

USydIS holders are entitled to twenty days of recreation leave for each twelve months of enrolment. All recreation leave due must be taken before completion or termination of your scholarship.

Sick leave

USydIS holders may take up to ten days sick leave during each year of the scholarship and this may be accrued over the tenure of the scholarship. Students taking sick leave must inform their supervisor as soon as practicable. If a longer period of leave is needed, notification must be made to the Higher Degree Research Administration Centre (HDRAC) and the scholarship may need to be suspended. Under the student visa regulations, international students who are not enrolled may not be allowed to remain in Australia.

USydIS holders may receive additional paid sick leave of up to a total of twelve weeks during their awards for medically substantiated periods of illness lasting more than ten consecutive days. Students applying for additional paid sick leave must do so at the start of the absence or as soon as practicable.

If a period of sick leave longer than ten executive days is needed, notification must be made to the HDRAC and the enrolment may need to be suspended. In accordance to Department of Immigration and Border Protection (DIBP) regulation, students not enrolled may not be allowed to remain in Australia during a period of suspension. Please refer to the information under 'Suspension' below.

Maternity Leave

After USydIS holders have completed twelve months of their scholarship, they are entitled to a maximum of twelve weeks of paid maternity leave during the tenure of the scholarship. Students applying for paid maternity leave must do so at least four weeks prior to the expected date of birth of the child. USydIS holders who have not completed twelve months of their scholarship may access unpaid maternity leave through the suspension provisions. However, students may not be permitted to stay in Australia on a student visa during the suspension of their studies.

Employment

USydIS holders may engage in paid employment up to a maximum of twenty hours per week. A permit to undertake paid employment is normally issued automatically with the visa. However, if this permit is not granted at the time the visa is issued, the student will need to make a separate application for this permit. The application fee for a work permit, if required, is not covered under the USydIS.

Any paid employment must not interfere with the student's study program and must be approved by relevant course supervisor/s. Delays in completion of research studies due to employment commitments will not be accepted as grounds for an extension of the USydIS.

If employed by the University, the appointment must not exceed half time or 50% of the full-time position.

Overseas Study/Research

USydIS holders may not normally conduct research overseas within the first six months of the award.

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 *Permission to Count Time Away* request in Sydney Student by logging in to MyUni, then via the 'My Studies' tab and 'Course Details'. Students may not

normally conduct research overseas within the first six months of the award. Overseas study/research must not be more than 12 months in duration.

Other scholarships

USydIS holders may not concurrently hold another scholarship that provides support for tuition fee.

Conversion of Degrees

USydIS holders may convert from a masters by research degree to a research doctorate or from research doctorate to a masters by research degree and continue to receive their USydIS. The maximum duration of a converted USydIS becomes that for the new research degree, minus periods of study undertaken towards the related degree prior to the conversion.

Transfer/Change of Educational Provider

USydIS is not transferable to another Higher Education Provider.

Report on Progress

The continuation of the USydIS is subject to satisfactory progress and must be renewed on an annual basis on the recommendation of the student's supervisor.

Suspension

USydIS holders cannot suspend their scholarship within the first two (2) research periods of their candidature.

Students may apply for up to a cumulative period of up to four (4) research periods of suspension during the tenure of the USydIS. Approval to suspend must be sought from the HDRAC at least one month prior to suspension.

Under student visa regulations, suspension of studies may only be approved on the grounds of illness as evidenced by a doctor's certificate or other exceptional compassionate circumstances beyond the control of the student, e.g. bereavement. Whenever a student suspends his/her studies the University must report the suspension to the Department of Immigration and Border Protection (DIBP) and the student may be obliged to return to their home country for the duration of the suspension. Therefore, if a student wishes to remain in Australia during a period of suspension of studies, they must contact the closest DIBP office within 28 days of the approval notice to seek approval to remain in Australia during the suspension.

Relinquishment

A recipient of the USydIS is required to give the Scholarships Office immediate written advice of his/her intention to relinquish the award, e.g. on completion of studies, discontinuation of research etc.

A relinquishment of the USydIS prior to the start of the research candidature must be lodged at the Scholarships Office as soon as the decision is made so that the scholarship may be awarded to the next eligible candidate with ample time to take it up.

Termination of Scholarship

The USydIS will be terminated:

- Once the maximum duration of the USydIS has been reached; or
- On submission of the thesis; or
- If the University determines that:
 - (i) the course of study is not being carried out with competence and diligence, or
 - (ii) satisfactory academic progress has not been maintained, or
 - (iii) serious misconduct has been committed

Students are required to advise the HDRAC of any change of enrolment as soon as it takes effect. Students will be required to repay any stipend payments received after the date of effect of their suspension or relinquishment of their USydIS.

Students who obtain Australian Permanent Residence during the course of their enrolment at the University of Sydney (or prior to enrolment at the University) MUST notify the HDRAC immediately when their Australian Permanent Resident visa is issued. In this case, students must bring their passport to the Student Centre as soon as possible so that the University can adjust their residency status.

Subject to satisfactory progress, USydIS holders who obtain Australian Permanent Residency will be able to continue with the Stipend and allowance part of the scholarship.

False or Misleading Information

The University of Sydney reserves the right to reassess a student's USydIS entitlements if it believes the student has provided false or misleading information to the university in relation to their application for admission or the USydIS award.