DOCTORAL RESEARCH TRAVEL GRANT SCHEME 2015

INFORMATION FOR ELIGIBLE APPLICANTS

Dear Candidate,

This scheme, for Doctoral candidates only, is for expenses that you expect to incur for research outside of Sydney during the period 1 January 2015 to 31 December 2015.

ELIGIBILITY

This scheme is open to Faculty of Arts and Social Sciences Doctoral candidates who fulfill the following criteria:

1. By the time an applicant takes up the award they must have completed at least one year full-time (or part-time equivalent) in their current Research Candidature. Candidates who have upgraded from MPhil candidature are eligible to apply if they are enrolled as PhD candidates at the time of application and have completed at least one year full-time (or part-time equivalent) in the MPhil candidature.

2. The applicant must be applying for funding to undertake primary research that cannot be completed without significant travel outside Sydney. Applicants must demonstrate that travel is essential to the completion of their research.

3. The applicant must be applying for funding for expenses that they expect to incur during the calendar year for which the application is made.

4. The applicant may not have previously been awarded funds under the scheme during their candidature. Funding for conference travel will not be awarded under the Doctoral Student Travel Grant Scheme.

CONDITIONS OF AWARD

1. The maximum award to any one candidate will be $3,500

2. Applicants may receive support from this fund only once during their candidature.

3. An award must be expended by 31 December of the year for which it is awarded. Written permission will be required from the Chair of the Postgraduate Research Committee for awards to be carried beyond that date.
4. Awards may be held under both this Research Travel Grant Scheme and the University’s Postgraduate Research Support Scheme (PRSS). Expenses claimed under PRSS cannot also be claimed under the Doctoral Student Research Travel Grant Scheme.

5. Where University of Sydney Human Research Ethics Committee approval is necessary for the proposed research (e.g., in research involving interviews, surveys, experiments, participant observation and the like), evidence of such approval must be provided before the Travel Grant will be paid.

SELECTION CRITERIA

1. Applications will be ranked by a committee consisting of the Chair of the Postgraduate Research Committee and an academic staff representative from each of the Schools.

2. The committee shall determine the eligibility of applicants and the amount of each award relative to the number and quality of applicants and the importance of the proposal to each individual’s overall research topic.

3. Priority may be given to applicants whose research requires them to reside outside Sydney for a period, and involves data collection in the field, in museums, archives and libraries, where the award will be used to meet, in whole or in part, the costs of travel and living expenses directly related to that research. Applicants must demonstrate that travel is essential to the completion of their research.

4. The Committee shall determine whether the applicant has demonstrated that travel is essential to the completion of their research.

*Please note:* Students who do not anticipate claiming their award by 31 December 2015 MUST advise Mr Mark Molloy, Finance Director, Faculty of Arts and Social Sciences, by Friday 2 December 2015 or risk the possibility of forfeiting their award.

APPLICATION PROCEDURE

Application forms have been forwarded to Heads of Schools, Chairs of Departments and postgraduate coordinators. Forms are also available electronically on the web, or in hard copy from the Faculty office, Monday to Thursday, 10:00am to 4:00pm, or Friday from 10:00am to 2:00pm.

Applications should be signed by the Supervisor and the Chair of Department and forwarded to:

Manager, Curriculum Support & Scholarships  
Faculty of Arts and Social Sciences  
The Quadrangle, A14  
The University of Sydney  
NSW 2006

**CLOSING DATE: 2pm FRIDAY 10 OCTOBER 2014**  
No late applications will be accepted.