

THE UNIVERSITY OF WESTERN AUSTRALIA

AD HOC SCHOLARSHIPS - *REGULATIONS*

Ad Hoc Scholarships are administered by the Scholarships Committee on behalf of various internal and external funding agencies. The Committee considers that there is a clear distinction between a scholarship awarded for educational purposes and the employment of a postgraduate student on a research project. The Committee expects that candidates will normally be selected after advertisement in open competition on the basis of academic merit. In the absence of specific alternative regulations accepted by the University, all ad hoc scholarships must conform with the following regulations:

1. Each scholarship shall be awarded for educational purposes only. Details of the proposed scholarship may need to be submitted to the Deputy Commissioner of Taxation for determination of the tax status of the scholarship under the Income Tax Assessment Act.
2. Candidates must hold a degree from a recognised university, normally of at least IIA Honours standard or its equivalent.
3. A scholarship holder shall be enrolled as a full-time candidate for a higher degree at this University.
4. Except where an award is made to supplement another award, or to extend funding beyond the normal duration of an award for a limited period, a scholarship shall normally be awarded for the duration of the candidate's degree (or the balance thereof for enrolled students). Candidature is normally two years for a Master's degree and at least three years for the degree of Doctor of Philosophy.
5. Except where an award is made to supplement another award, or to extend funding beyond the normal duration of an award for a limited period, the minimum living allowance for scholarships administered by the University will not normally be approved at a level less than a University Postgraduate Award. Other allowances such as relocation costs, sick leave, maternity leave and costs towards thesis preparation may be given, but are not a condition of the award.
6. With the permission of the respective donors and of the Scholarships Committee a scholarship may be awarded to supplement an existing scholarship provided that the regulations governing the supplementary scholarship do not contravene those attached to the primary award held by the candidate.
7. A supplementary award should not exceed 75% of the value of the primary award.
8. Holders of departmental or externally funded scholarships shall not be under any bond at the conclusion of their studies.
9. Scholarship holders may undertake part-time employment. Generally, part-time work should not exceed an average of eight hours of employment per week between the hours of 9.00 a.m. and 5.00 p.m, up to a maximum of 240 hours per year. The University does not require that a student receiving a scholarship undertakes employment (and that cannot form part of any scholarship agreement). The head of the school in which a student is enrolled will be responsible for ensuring that part-time employment is not undertaken to the detriment of a scholarship holder's study programme.
10. A scholarship holder shall be granted recreation leave of up to four weeks annually at a time mutually agreeable to the awardee and his or her supervisor. No more than 20 days recreation leave, calculated on a pro-rata basis, may be accumulated and leave must be taken during the tenure of the award.

11. Continuation of a scholarship is subject to satisfactory academic progress, determined by the Board of Postgraduate Research Studies, or the relevant Faculty Higher Degrees Committee, in an annual review of progress at the end of each academic year. An award may be suspended, or terminated, where the following is deemed to have occurred:
- (a) unsatisfactory academic progress;
 - (b) the conditions of award have not been met;
 - (c) the scholarship holder does not resume full-time study at the conclusion of a period of suspension;
 - (d) the student ceases to be enrolled full-time and approval has not been obtained to hold the award on a part-time basis.

Where an award has been suspended, or terminated, due to an assessment of unsatisfactory progress the candidate shall have the right of appeal. The University shall advise students of the appropriate appeal mechanisms for the resolution of any academic disputes that might arise during their candidature. Where a scholarship is funded by an external agency, the duration and funding may not necessarily be within the control of the University. In the event that funding for a particular scholarship by an external agency is withdrawn, for any reason, the University shall not be liable for the provision of alternative scholarship support.

12. Students who intend to vary their candidature by way of suspension, conversion to part-time or withdrawing, must inform their supervisor, head of school and the Scholarships Office at least three weeks in advance. Failure to provide this notice may result in over payment of allowances which must then be recovered from the student.

Subject to the above conditions being met, the University shall be fair and equitable in the use of its discretionary powers and shall pay the student all entitlements due under the scholarship. The University shall provide students with, and abide by, a code of supervisory practice for postgraduate research degrees.

PLEASE DO NOT DETACH - SIGN AND RETURN COMPLETE COPY OF CONDITIONS TO:

The Scholarships Office
The University of Western Australia

I accept the offer of an Ad Hoc Scholarship under the above conditions and provide an assurance that I will be in a position to devote myself to my studies during all normal working hours throughout the year, subject to the concession on employment described in Clause 9 above.

Yours sincerely

(Signature and Student Number)

(Name in Block Letters)

(School)

(Date)