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# 2022 POST- GRADUATE RESEARCH STIPEND SCHOLARSHIP APPLICATION GUIDE

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Newly commencing Australian residents (all domestic students including Australian citizens, Australian permanent residents, New Zealand citizens and holders of a permanent Australian humanitarian visa)

Newly commencing International applicants currently residing in Australia

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# Contents

<b>A. Introduction</b>	<b>3</b>
<b>B. Annual Research Training Program (RTP) stipend scholarship and value</b>	<b>3</b>
<b>C. Eligibility</b>	<b>4</b>
All HDR stipend scholarships	4
Additional for HDR RTP stipend scholarship	4
Additional for Diversity stipend scholarship (RTPSS)	4
Additional for Nigel Stepto Doctoral Research Scholarship	4
Additional for Moondani Balluk	5
Additional for Nigel Stepto Doctoral Research Scholarship	5
Vice-Chancellor's Graduate Research Award	5
<b>D. Ineligible</b>	<b>5</b>
<b>E. Priority for applications</b>	<b>6</b>
<b>F. Selection</b>	<b>6</b>
Selection Criteria	6
Academic Merit	6
Relevant Research Experience	6
Research publications and creative works	6
Relevant work experience	6
Strategic Alignment	7
Referees	7
Selection Process	7
<b>G. Aboriginal or Torres Strait Islander Applicants</b>	<b>7</b>
<b>H. Appeals</b>	<b>8</b>
<b>I. Conditions and Benefits</b>	<b>8</b>
Scholarship Allowance	8
Domestic recipients	8
International recipients	8
Intellectual Property	9
Duration of the Scholarship	9
Employment	9
Commencement	9
Part-time Scholarships	9
<b>J. Application Submission</b>	<b>10</b>

## A. Introduction

This guide is for applicants who wish to apply for a postgraduate research stipend scholarships commencing in 2022 at Victoria University as part of the schemes listed in Table 1.

## B. Annual Research Training Program (RTP) stipend scholarship and value

Table 1 Annual RTP stipend scholarship and value

Stipend Scholarship Award	2022 Annual amount	Open for
Research Training Program Stipend Scholarship (RTPSS)	\$29,300	<ul style="list-style-type: none"><li>• <b>Australian residents (all domestic students including</b> Australian citizens, Australian permanent residents, New Zealand citizens and holders of permanent Australian humanitarian visas</li><li>• <b>International</b> applicants currently residing in Australia</li></ul>
VU Diversity Postgraduate Research Scholarship	\$35,000	<ul style="list-style-type: none"><li>• <b>Australian residents (all domestic students including</b> Australian citizens, Australian permanent residents, New Zealand citizens and holders of permanent Australian humanitarian visas</li><li>• <b>International</b> applicants currently residing in Australia</li></ul>
Nigel Stepto Doctoral Research Scholarship	\$35,000	Domestic applicants ONLY
Moondani Balluk Lisa Bellear	\$35,000	Domestic applicants ONLY
Moondani Balluk Aboriginal	\$35,000	Domestic applicants ONLY
Moondani Balluk Gary Foley Collection	\$35,000	Domestic applicants ONLY
Vice-Chancellor's Graduate Research Award	\$10,000	Awarded to one Domestic recipient of the a RTPSS. All applicants for RTPSS are automatically considered for this award.

## C. Eligibility

This section outlines the requirements for applicants to be eligible for consideration. It provides the eligibility criteria for all scholarships listed in Table 1 and additional criteria specific to individual scholarships.

### All HDR stipend scholarships

- Enrol as a full-time candidate (part-time-award may be available for compelling or medical reasons)
- Applicants who have been accepted by Victoria University for entrance into the proposed degree
- You are NOT ELIGIBLE for an RTP Stipend Scholarship if you are receiving another equivalent award, scholarship or salary to undertake the proposed program (“equivalent” stipend is regarded as more than 75% of the Stipend value)
- Complete the application form and provide all required documentation, including the contact details of two referee

### Additional for HDR RTP stipend scholarship

- Citizenship requirements
  - **Australian residents** (all domestic students including Australian citizens, Australian permanent residents, New Zealand citizens and holders of permanent Australian humanitarian visas)
  - OR**
  - an International applicant currently residing in Australia
- Have an average final year or Honours year grade of H1 (VU Standard 80% or above) or equivalent
- Applicants may refer to Step 2: **Check your eligibility** to ascertain if you meet the minimum academic entry requirements for admission

### Additional for Diversity stipend scholarship (RTPSS)

- Citizenship requirements
  - **Australian residents** (all domestic students including Australian citizens, Australian permanent residents, New Zealand citizens and holders of permanent Australian humanitarian visas)
  - OR**
  - an International applicant currently residing in Australia
- Provide written supporting evidence that you have experienced one or more of the following that have disrupted or adversely affected your studies:
  - Traumatic events beyond your control
  - Significant illness and/or disability
  - Socioeconomic and/or family circumstances
- For doctoral degrees have an average grade (or equivalent) of at least 70% VU standard in the final year of the Honours degree or four-year undergraduate degree
- For masters degrees have an average grade of Distinction (or equivalent) at least 70% VU standard in the final year of the Bachelors degree

### Additional for Nigel Stepto Doctoral Research Scholarship

The Nigel Stepto Doctoral Research Scholarship has been established in memory and honour of Professor Nigel Stepto (*link to Nigel's page*; <https://www.vu.edu.au/contact-us/nigel-stepto>).

Nigel was a significant contributor and leader in research and research training at Victoria University (2007-2020) specialising in exercise physiology and Women's Health in the

Institute of Health and Sport (IHeS). Nigel was also the Co-Deputy Director – Research Training of the Institute of Health and Sport (IHeS) from 2018 until his untimely death in early 2020.

- Citizenship requirements
  - **Australian residents** (all domestic students including Australian citizens, Australian permanent residents, New Zealand citizens and holders of permanent Australian humanitarian visas)
- Demonstrate academic excellence and conduct research that is within an area of Health research in one of the four **iHeS research programs**

## Additional for Moondani Balluk

There are 3 Moondani Balluk stipend scholarships available:

- Moondani Balluk Lisa Belleair
- Moondani Balluk Aboriginal
- Moondani Balluk Gary Foley Collection

Please refer to the separate application guide for Moondani Balluk Research Scholarship

## Additional for Nigel Stepto Doctoral Research Scholarship

The Nigel Stepto Doctoral Research Scholarship has been established in memory and honour of Professor Nigel Stepto (*link to Nigel's page*; <https://www.vu.edu.au/contact-us/nigel-stepto>).

Nigel was a significant contributor and leader in research and research training at Victoria University (2007-2020) specialising in exercise physiology and Women's Health in the Institute of Health and Sport (IHeS). Nigel was also the Co-Deputy Director – Research Training of the Institute of Health and Sport (IHeS) from 2018 until his untimely death in early 2020.

- Citizenship requirements
  - **Australian residents** (all domestic students including Australian citizens, Australian permanent residents, New Zealand citizens and holders of permanent Australian humanitarian visas)
- Demonstrate academic excellence and conduct research that is within an area of Health research in one of the four **iHeS research programs**

## Vice-Chancellor's Graduate Research Award

- Citizenship requirements
  - **Australian residents** (all domestic students including Australian citizens, Australian permanent residents, New Zealand citizens and holders of permanent Australian humanitarian visas)
- Only successful Domestic RTPSS applicants are assessed for the **Vice Chancellor's Graduate Research Award**. Victoria University expects to offer one Vice Chancellor's Graduate Research Award commencing in 2022.

## D. Ineligible

Applicants are ineligible to apply for a RTP Stipend Scholarship if they:

- You are **NOT ELIGIBLE** for an RTP Stipend Scholarship - Domestic if you are receiving another equivalent award, scholarship or salary to undertake the proposed program ("equivalent" stipend is regarded as more than 75% of the Stipend value)

- Have already completed a degree at the same or higher level as the proposed candidature
- Have held any Victoria University Research Scholarship previously unless it was terminated within six months of the commencement of benefits

## E. Priority for applications

- Priority will be given to applicants who have not already completed a degree at the same level as or higher than the proposed candidature
- Successful RTPSS- Domestic applicants are assessed for the **Vice Chancellor's Graduate Research Award**. Victoria University expects to offer one Vice Chancellor's Graduate Research Award commencing in 2022.

## F. Selection

### Selection Criteria

Applications are assessed against the selection criteria which are, academic merit, relevant research experience, relevant research or creative works, relevant work experience, strategic alignment and referee reports (as required)

#### Academic Merit

The academic achievement of the applicant based on their results in their relevant qualification which demonstrates the applicants ability or potential ability to undertake a Research Degree project to a high standard.

#### Relevant Research Experience

Experience in relevant research activities outside of a research training degree. These include but are not limited to; 6 or more weeks internship; technical assistant with supervision; ongoing research assistant with limited supervision; management of a small research team; patent or patent application (listed as inventor with description of contribution)

This information must be included in your curriculum vitae.

#### Research publications and creative works

Peer reviewed research publications and published creative works. The criterion is based on relevance to the proposed project; quality of journal; authorship; contribution; critical reviews of creative works.

Your curriculum vitae you must include a bibliographic reference of your top 5 publications with an **ORCID number**; if unpublished an acceptance letter of publication must be included. DO NOT provide copies of your publications. If you DO NOT provide sufficient supporting documentation your publications will not be taken into account.

#### Relevant work experience

Work experience within the past 10 years that is relevant to research in the field of the proposed research degree.

If you are using work experience as an entry qualification you must provide supporting documentation as detailed on your curriculum vitae. It is the applicant's responsibility to provide proof of their work experience.

## Strategic Alignment

To determine the research topic is aligned with Victoria University's priority, emerging priority and accreditation fields of research. It is important to identify a supervisor that shares interest in your research topic. You must contact a supervisor and receive in-principle approval for your research project. In order to submit evidence of this approval, you will need to include the completed **Prospective Supervisor form** when you apply for a research degree.

Please ensure you review Victoria University priority **Field of Research (FOR) codes**.

## Referees

Referees provide an independent assessment of a candidate's academic potential and abilities. Candidates should provide the name and contact details of referees who have provided first-hand experience of their research capacity. If you are basing your application on work experience at least one of your referees must be able to comment on your relevant work experience. Family members will not be accepted as referees; nominated supervisors will only be considered if they have firsthand experience of an applicant's research experience (eg. supervised an applicant in a previous project, internship etc).

Victoria University reserves the right to contact referees to discuss applicants' suitability for the degree and competitiveness for a stipend scholarship.

## Selection Process

Discipline Ranking Committees rank applications on the basis of the Selection Criteria. This ranking results in a Discipline Order of Merit list. Only those applications that are deemed eligible and have provided all required supporting documentation will be considered for inclusion in the Order of Merit list.

The University Ranking Committee reviews the Discipline Order of Merit lists to determine a University-wide Order of Merit list to identify those applicants that are successful. All available scholarships are allocated. An assessment is made of successful applicants for the Vice Chancellor's Graduate Research Award.

The final ranking and scholarship/award allocation is completed in early December. All applicants will receive written notification of the result of their scholarship application by mid-December 2022.

## G. Aboriginal or Torres Strait Islander Applicants

VU recognises that Aboriginal or Torres Strait Islanders are under-represented in graduate research studies and encourages qualified Aboriginal or Torres Strait Islander applicants to undertake their research studies at VU.

For information on scholarships for Aboriginal and Torres Strait Islanders, please go to the **Moondani Balluk Research Scholarships website**

## H. Appeals

Appeals can only be lodged against process issues and not against Committee decisions or ranking. Appeals against the outcome of scholarship applications must be made in writing to the Chair, University Scholarship Ranking Committee within 14 days of the applicant being notified of the outcome. Applicants must explain the basis of their appeal and provide relevant documentation and evidence to support the appeal. The appeals process will be carried out by an independent Senior University Officer who is not a member of any Discipline Ranking Committee or University Scholarship Ranking Committee that has considered the scholarship applications in a particular year. The Senior University Officer appointed will consider the appeal and advise the applicant of their decision in writing.

## I. Conditions and Benefits

Successful applicants will receive a full guide to the conditions and benefits of these scholarships at the time of offer. The following is a summary of the main benefits and conditions.

### Scholarship Allowance

See *Table 1* for an outline of the value of living stipend for the available scholarships.

Domestic holders of all scholarships may:

- Be in receipt of minor award, allowances or other earnings which are supplementary to a scholarship, or derived from part-time work within the guidelines set out by Victoria University
- Receive stipend top up funding from industry, or obtain from a non-Commonwealth source, provision for fieldwork, equipment and other such expenses not covered by the scholarship. Funds towards overseas travel costs may be obtained from Commonwealth awards or other sources.

### Domestic recipients

In addition to the scholarship allowance provided for any of the domestic above scholarships, each scholarship holder will receive an RTP Fee Offset Place. This will exempt the scholarship holder from paying tuition fees for the duration of the scholarship. Successful recipients will still have to pay the Student Services and Amenities Fee (SSAF) every semester (domestic only).

### International recipients

International Recipients of a RTP stipend scholarship receive an award with two components: (i) a government funded RTP Fee Offset scholarship award which provides payment of annual course tuition fees for the duration of the stipend scholarship and (ii) a living allowance funded by VU. Overseas Student Health Cover (OSHC) will be included for the maximum duration of the degree.

The following are NOT included:

- travel costs
- the cost of English language testing
- the cost of bridging programs or English language programs



## Intellectual Property

Applicants should note that they may be required to assign the University intellectual property they create while working on certain research projects through a formal agreement.

## Duration of the Scholarship

All students are expected to complete their study in the timely duration for their degree per Table 2.

**Table 2. Stipend durations for Higher Degrees by Research at Victoria University**

	Stipend Duration	Timely Duration
Master by Research (International only)	2 years	2 years
Master of Applied Research	2 years	2 years
Master of Research Practice	1 year	1 year
Master of Research	1.5 years	1.5 year
Doctor of Philosophy	3.5 years	4 years

The maximum period for a research degree stipend scholarship will be up to 3.5 years (stipend duration) for a Doctoral program and for a Masters by Research degree for that stipend duration. Periods of study already undertaken towards the degree prior to the commencement of the award will be deducted from the normal period of award tenure. Similarly, periods of study undertaken during suspension of the award, or undertaken during the tenure of a previous Research Training Program Stipend or Australian Postgraduate Award, will be deducted from the maximum period of tenure.

A stipend scholarship holder may be required to pay tuition fees for any period of enrolment in excess of the timely duration.

## Employment

Students are paid to study on a full-time basis and are only permitted to undertake a strictly limited amount of employment. The stipend scholarship recipient must not be receiving income from another source to support that recipients general living costs while undertaking their course of study if that income is greater than 75 percent of the students RTP rate.

## Commencement

No deferrals of the scholarship will be considered. All successful applicants are expected to commence study by end of February 2022 for Masters students and Mid-March 2022 for PhD students. If an applicant cannot start by these dates, the offer of the scholarship may be withdrawn.

## Part-time Scholarships

Part-time scholarships may be available to those who are unable to study full-time for all or part of their candidature. Part-time scholarships can only be approved only in the following specific instances:

Where the scholarship holder has:

- A medical condition which limits the capacity to undertake full-time study (supported by

medical certification), OR

- Care responsibilities for a pre-school child, OR
- Care responsibilities for a school aged child as a sole parent with limited access to support, OR
- Care responsibilities for an invalid or disabled spouse, child or parent

Part-time scholarships are **NOT** available to applicants who wish to study part-time in order to undertake full or part-time employment. Part-time scholarship holders are subject to the same restrictions on employment as full-time scholarship holders. Applicants wishing to be considered for a part-time scholarship must meet the criteria listed above. Applicants must provide evidence of the reason(s) they are unable to study full time. They also require the agreement of the supervisor and the University to the part-time arrangements.

## J. Application Submission

Applications for the 2022 Main Stipend Scholarship Round are now open until 31 October 2021 midnight (AEST). Late or incomplete applications will not be accepted.

Click [here](#) to apply

### PRIVACY STATEMENT

Victoria University (VU) values your privacy and is committed to handling your personal information in accordance with the Privacy and Data Protection Act 2014 (Vic) and other applicable privacy legislation. The personal information collected on this form will be used primarily for the purposes of assessing and processing this application. VU may also use and disclose your personal information to verify the information provided by you, to comply with government and other reporting requirements and/or to carry out associated activities connected with this application. Your personal information may also be disclosed to Commonwealth and State agencies such as the Department of Education and Training and the Department of Home Affairs in accordance with VU's obligations under the Education Services for Overseas Students Act 2000 (Cth) (**ESOS Act**), the National Code of Practice for Providers of Education and Training to Overseas Students 2018 (**National Code**) and other applicable legislation. Your personal information will not otherwise be used or disclosed without your consent, unless permitted by law. By completing and submitting this application, you agree to VU collecting, using and disclosing your personal information as described above and in accordance with VU's Privacy Policy and Student Information Privacy Collection Statement (which provides further detail about the types of personal information VU may collect from you and how it is managed) available on the Privacy page on our website [vu.edu.au/privacy](http://vu.edu.au/privacy)

You have a right to access your personal information held by VU. If you have any questions regarding privacy, please refer to the Privacy page on our website, our frequently asked questions at ASKVU or phone us on 9919 6100 or 1300 VIC UNI (or 1300 842 864).

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