

Victoria University

International Postgraduate Research Scholarship (IPRS)

Victoria University International Postgraduate Research Scholarship (VUIPRS)

APPLICATION GUIDE 2013

Introduction

This guide relates to applications for the International Postgraduate Research Scholarships (IPRS) and the Victoria University International Postgraduate Research Scholarships (VUIPRS). The purpose of these scholarships is to support high quality research by assisting students with excellent academic qualifications who wish to participate in postgraduate research programs in Australia. These scholarships are awarded on the basis of academic merit and it should be noted that the competition is intense and only those applicants with outstanding academic results are likely to be successful.

The International Postgraduate Research Scholarship (IPRS) covers the full tuition costs, overseas student health cover and a VU International Postgraduate Research Scholarship which provides a living allowance of \$23,728 per annum (2012 rate) - see Conditions and Benefits for further information.

The Victoria University International Research Scholarship (VUIPRS) provides a living allowance of \$23,728 per annum (2012 rate). In addition, successful applicants will be awarded an Executive Dean's International Scholarship which provides a fee waiver of tuition fees for the duration of the course- see Conditions and Benefits for further information.

Eligibility

To be eligible for an IPRS and VUIPRS, applicants must:

- ◆ Be a citizen of any country other than Australia or New Zealand.
- ◆ Have completed a four year undergraduate degree, or equivalent. For example:
 - a four year undergraduate degree (e.g. Engineering or Law);
 - a three year degree and an Honours year;
 - a three year degree and a postgraduate diploma at an advanced level; or
 - a three year degree and one year of a higher degree.
- ◆ Meet the University's academic entrance requirements for enrolment into a research degree - see website: <http://www.vu.edu.au/international-students/apply-and-accept/entry-requirements> for further details.
- ◆ Meet the University's English language proficiency requirements for enrolment in a research degree – see website: <http://www.vu.edu.au/international-students/apply-and-accept/entry-requirements> for further details.
- ◆ Be commencing a Masters by Research or Doctoral degree in 2013.
- ◆ Enrol as a full-time student.
- ◆ Priority will be given to applicants who pursue a program of study in one of Victoria University's areas of research strength listed below:
 - ❖ Applied Informatics
 - ❖ Diversity and Wellbeing
 - ❖ Education, Diversity and Lifelong Learning
 - ❖ Supply Chain, Logistics and Transport
 - ❖ Sport, Exercise Science and Active Living
 - ❖ Strategic Economics
 - ❖ Sustainable Environmental Technologies

Research Strengths website: <http://www.vu.edu.au/research/research-strengths>

You are **NOT ELIGIBLE** for an IPRS or VUIPRS if you:

- ◆ Have already obtained a PhD degree or equivalent.
- ◆ Have already obtained a Masters degree by research and are proposing to undertake another Masters degree by research.
- ◆ Have previously held an IPRS, VUIPRS or OPRS (unless it was for a Masters by Research degree, and you are applying for an IPRS to undertake PhD studies).
- ◆ Are currently studying, or have recently studied, on an AIDAB or AUSAID scholarship and are applying for an IPRS immediately following the AIDAB/AUSAID funded studies.

You **MAY NOT** be eligible if you have already enrolled for more than one semester in the degree for which you are applying for IPRS and VUIPRS funding. Please contact the Scholarships Coordinator if this is your situation.

Conditions and Benefits

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

Scholarship Benefits- International Postgraduate Research Scholarship (IPRS)

Recipients of an IPRS award at VU receive an award with two components. A government funded IPRS award which provides payment of annual course tuition fees for the duration of the scholarship and a living allowance funded by VU or through an Australian Postgraduate Award. The Department of Education, Employment and Workplace Relations (DEEWR) will pay the full fee of the course of study to the institution on behalf of the student. IPRS holders are required to join the Overseas Student Health Care Cover (OSHC) scheme. DEEWR will pay the costs of this health cover for holders of IPRS and their dependants, for the duration of the scholarship. VU provides a living allowance of \$23,728 per annum (2012 rate) is paid for the duration of the scholarship.

The following are **NOT** included under the IPRS:

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

Scholarship Benefits- Victoria University International Postgraduate Research Scholarship (VUIPRS)

Recipients of the VUIPRS receive a living allowance of \$23,728 per annum (2012 rate) for the duration of the scholarship. In addition, each recipient receives an Executive Dean's International Scholarship to cover tuition fees for the duration of the scholarship.

The following are **NOT** included under the VUIPRS:

- the cost of English language testing
- the cost of bridging programs or English language programs
- Overseas Student Health Care Cover (OSHC) scheme
- Travel or relocation allowance

Intellectual Property

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

Duration of the Scholarship

The IPRS and VUIPRS is normally provided for 36 months for Doctoral studies and 24 months for Masters studies. Students are expected to complete their study in the minimum time for their course.

VU scholarships only have provision in the living stipend component for **ONE** extension for a maximum of six months for a Doctoral student only.

A maximum of **TWO** extensions to the course length of Doctoral studies (granted in blocks of six months full-time – 12 months in total) may be granted where the University is satisfied that the extension is based on grounds that are beyond the control of the candidate and related to the research rather than of a personal nature.

Employment

Students are paid to study on a full-time basis and are only permitted to undertake a strictly limited amount of employment, depending on their visa conditions. Students are not permitted to undertake additional paid work for more than a maximum of 15 working hours on average in any one week. Employment must not interfere with the student's progress.

Commencement

Successful applicants are required to commence their research program after 1 January 2013 and no later than 31 March 2013.

A late commencement, up to 30 June 2013, may be granted where commitments or circumstances beyond the applicant's control prevent the applicant from commencing by 31 March 2013. Approval for a late commencement must be sought in writing by the applicant, providing full details of the reasons for the request, before 31 March 2013.

Scholarship Selection Procedures

Applications are assessed against the eligibility criteria for the IPRS and VUIPRS. Those deemed eligible are forwarded to Faculty committees for further assessment and ranking. Faculties are required to rank applications on the basis of academic merit. Competition for these scholarships is intense and only those applicants with outstanding academic results are likely to be successful. Please supply actual marks for subjects where available.

To assist Faculties in the process of assessing academic merit, the following information should be included in or attached to the application:

- *Academic results of all tertiary studies.*
- *Any tertiary prizes, awards or scholarships.*
- *Details of research projects/minor thesis for the highest qualifying degree. Include overall grade of research component, percentage of research in the program and examiners' reports (if available).*
- *Relevant research work experience.*
- *Publications – including percentage contribution of applicant, whether accepted for publication, or published, and nature of publication (e.g. refereed journal article, report, conference abstract, etc).*
- *Relevant employment experience.*

In addition, all applicants must arrange for **two** confidential referee's reports to be independently completed and submitted. These are also considered in the Faculty and University assessment process.

A University Ranking Committee reviews the Faculty Order of Merit lists to determine a University-wide Order of Merit based on academic merit and research potential. The final ranking and scholarship allocation is completed in the second week of December. All applicants will receive written notification of the result of their scholarship application after 12 December 2012.

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, 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 Faculty 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.

How to complete the Scholarship Application Form

- Please type or use BLACK pen and write clearly
- Include all attachments where instructed
- Ensure all document copies are certified (refer to Checklist section of application form for details)
- Please provide the original application form plus attachments clipped together (no staples, spiral binding, folders etc will be accepted)
- Incomplete applications will not be considered
- Late applications will not be considered

Applicant Details

Please provide all details in full. If there is any change to your address details after lodgement of the application, it is your responsibility to advise the Scholarships Coordinator.

Residency Details

Please indicate the country of which you are a citizen.

These scholarships are available ONLY to citizens of countries other than Australian or New Zealand. A certified copy of documentation showing proof of your citizenship must be attached to your application. This may be a Birth Certificate, Citizenship Certificate, or relevant pages of your Passport.

English Language Competence

Please tick the relevant box or boxes that indicate how you satisfy the English language requirements. Certified copies of documentary evidence must be attached to your application. This may include English test results or English language course results.

Scholarship Eligibility Checklist

Please respond to ALL four questions. If you have answered YES to question 1 or 4, your eligibility for an IPRS and VUIPRS will be subject to assessment. If you have answered YES to questions 2 or 3, you are NOT ELIGIBLE for an IPRS and VUIPRS.

Proposed Research

- Please ensure that you attach a Research Proposal to your application. This proposal should not exceed 2 typed A4 pages, and should include a brief statement addressing each of points A to F as listed on the application form.
- IPRS and VUIPRS applicants are also required to apply for enrolment as an international student. You must apply through Victoria University's online application system: <http://www.vu.edu.au/international-students/apply-now/apply-online>

Qualifications

- Please do **not** send original documents. Certified copies of documents are required.
- All listed qualifications must be supported with certified copies of academic transcripts, including a key to result codes. Your application may be disadvantaged if the University is not able to fully assess your academic performance. Actual marks are preferred to grades where available.
- Attach a separate statement listing any prizes or distinctions gained in your academic career that are not listed in the official transcripts.
- If any degree was completed in a country other than Australia, you will need to provide a certified copy of the original academic transcript (including a key to result codes), and an English translation if necessary.
- Any supporting documents submitted in languages other than English, will require an official certified translation into English, in addition to the certified copy of the document.
- Applicants with academic records from overseas may be disadvantaged if the Scholarships Ranking Committee is unable to make a comparison with this University's standards. Applicants with overseas qualifications should obtain assistance from the following organisations for assessment of their qualifications:

National Office of Overseas Skills Recognition (NOOSR) Postal Address: AEI-NOOSR, International Education Group, DEEWR GPO BOX 1407, Canberra, ACT 2601, Australia Telephone: +61 3 8341 3611 from overseas Telephone: 1800 363 079 (free call within Australia) Email: noosr@dest.gov.au Internet: http://www.dest.gov.au/noosr	Overseas Qualification Unit Workplace Participation Programs Level 20, 80 Collins Street, Melbourne, VIC, 3000 1800 042 745 in Australia +61 3 9938 0543 from Overseas http://www.employment.vic.gov.au/
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Research Experience

- The information you provide in this section, together with your academic results, is used to assist the ranking Committees to assess your academic merit, research experience and potential.
- Please list any details that you think are relevant to your application or your proposed research.

Academic Referees

- The referee reports play an important role in the scholarship selection process. Choose referees who have a good knowledge of your academic background, ability and potential.
- It is your responsibility to ensure that your referees return their reports to the Scholarships Coordinator by Friday 25 October 2012. Late or missing referee reports will not be pursued. Applications without referee reports will not be considered.

Declaration

Please read, sign and date this section to complete your application.

Checklist

- Please refer to the checklist to ensure that you have attached all required documentation to your application. Procedures for having document copies certified are explained in the checklist section.
- Incomplete applications will not be considered.

Application Submission

Applications close at 4.00 pm on **Friday 25 October 2012**. Late applications will not be accepted.

Applications should be sent to:

*The Scholarships Coordinator
Office for Postgraduate Research
Victoria University
PO Box 14428, Melbourne
Victoria, 8001, AUSTRALIA*

Courier or hand-delivery address: **Building C, Level 3, Room 320, Victoria University, Ballarat Road, Footscray, Vic, 3011**
(Monday to Friday, 9am to 4pm)

Further Assistance and Enquiries

You can access an electronic version by visiting the Office for Postgraduate Research website which is found at: <http://www.vu.edu.au/research/research-students/scholarships-for-research-students> however this version cannot be typed into directly due to its format. Applications received in which formatting has been amended will not be considered.

Further enquiries can be made to the Admissions & Scholarships Coordinator, Ms Melissa Drysdale, on:

Telephone: +61 3 9919 4659

Email: Melissa.Drysdale@vu.edu.au