



## Cartography of Peace PhD Scholarship CONDITIONS OF AWARD

### 1. INTRODUCTION

Each year the Coral Bell School in the ANU College of Asia Pacific (CAP) may offer an award known as the Cartography of Peace PhD Scholarship (the 'Award').

Funding for this Award has been provided by the Australian Research Council.

The objective of this Award is to provide funding for an outstanding domestic\* or international student to enable them to pursue a Doctor of Philosophy (PhD) program in international relations, based in the Coral Bell School, CAP.

### 2. BENEFITS

**Value:** The value of the Award will be stated in the letter of offer. The Award will be paid in fortnightly instalments unless otherwise stated in the letter of offer.

The Award may contain any or all of the following benefits:

- A. **Stipend Scholarship:** A recipient may be awarded a stipend scholarship equivalent to the value of the [Australian Government Research Training Program \(AG RTP\) stipend scholarship](#). The Award is indexed each year on 1 January; and/or
- B. **HDR Fee Remission Merit Scholarship:** International recipients will also be awarded an HDR Fee Remission Merit Scholarship, to cover the international student tuition fees for the standard duration of the PhD program, subject to the recipient being ranked as competitive in a merit-based selection process.
- C. **Relocation Reimbursement:** A recipient may be eligible to claim a reimbursement as a one-off payment to assist with relocation costs, including those in respect of the recipient's spouse, de facto partner, and dependent child or children, incurred in commencing their PhD program. Where a claim for a relocation reimbursement is in respect of a recipient's spouse, de facto partner, or dependent child or children, they must accompany the recipient to take up his/her program, or join the recipient within 12 months of the recipient commencing their PhD program.

Recipients who are resident outside the Australian Capital Territory, or who are permanently resident outside Australia at the time of application, may be eligible to receive a one-off relocation reimbursement capped at a maximum of \$1,000 for Domestic students or \$2,500 for international students towards the costs of moving to take up their PhD program, on production of original tax invoice/receipts.

Insurance, accommodation and meal costs related to relocation cannot be claimed. Applications for relocation reimbursement must be submitted within 12 months of the

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\* A student who is an Australian citizen, a New Zealand citizen, the holder of an Australian Permanent Resident visa or the holder of an Australian humanitarian visa

recipient commencing their PhD program. No relocation reimbursement is payable after this time or after the Award ceases.

- D. **Thesis Allowance:** A recipient may be eligible to claim a reimbursement of up to \$500 for services associated with the production of their thesis, in accordance with the [thesis allowance requirements](#);

The recipient is responsible for making payment of all administrative fees by the prescribed date as set by the University each session.

### 3. DURATION

The duration of the full-time Award will be:

- a) For Doctor of Philosophy (PhD) 3 years; less
  - i. such shorter period as is stated in the letter of offer.
  - ii. an extension of up to 6 months as agreed by the supervision committee. A recipient may apply for an extension of the Award by completing the [Manage my Degree - HDR](#) form

Periods of enrolment already undertaken for the PhD degree and periods of enrolment undertaken for the PhD degree during suspension of the Award will be deducted from the duration of the Award.

### 4. PROGRAM LEAVE

Periods of program leave must be taken in accordance with the Research Awards Rule.

- a) Unpaid Program Leave

A recipient may apply for unpaid program leave on personal grounds. If the leave does not exceed a total period of 12 months during the duration of the Award, the recipient may resume the Award at the completion of the leave.

Program leave exceeding a total of 12 months will only be considered where there are exceptional circumstances beyond the control of the recipient and must be approved by the Delegated Authority in CAP.

Unpaid program leave is aggregated and awarded only in one-week blocks for a full-time recipient and two-week blocks for a part-time recipient.

A recipient must apply for unpaid program and scholarship leave by completing the relevant section of the [Manage my Degree - HDR](#) form in ISIS.

#### 2A Stipend Scholarship Holders only:

- b) Paid Recreation Leave

A recipient is entitled to a maximum of 20 working days paid recreation leave for each year of the Award. Leave entitlements may be accrued over the life of the Award but are forfeited when the Award ceases.

A recipient must apply in writing to their Chair of Panel.

Paid recreation leave does not extend the duration of the Award.

c) Paid Medical Leave

A recipient is entitled to a maximum of 10 working days paid medical leave for each year of the Award. Leave entitlements may be accrued over the life of the Award but are forfeited when the Award ceases.

A recipient must apply in writing to their Chair of Panel.

Paid medical leave does not extend the duration of the Award.

d) Additional Paid Leave

A recipient is entitled to additional paid medical or carer's leave to a maximum of 60 working days on provision of a medical certificate. Medical certificates must:

- i. be signed by a registered medical practitioner;
- ii. state the likely duration of the required leave; and
- iii. certify that the recipient requires the leave for medical/caring reasons.

Additional paid medical leave is aggregated and awarded only in one-week blocks for a full-time recipient and two-week blocks for a part-time recipient.

A recipient may apply for additional paid medical leave by completing the relevant section of the [Manage my Degree - HDR](#) form in ISIS.

Additional paid leave extends the duration of the Award.

e) Paid Parental Leave

Recipients who have completed 12 months of their Award and are the primary caregiver of a new child (by birth or legal adoption) are entitled to a maximum of 60 working days paid parental leave.

Paid parental leave is aggregated and awarded only in one-week blocks for a full-time recipients and two-week blocks for a part-time recipient.

Recipients may apply for paid parental leave by completing the relevant section of the [Manage my Degree - HDR](#) form in ISIS.

Paid parental leave extends the period of duration of the Award.

f) Paid Partner Parental Leave

Recipients who have completed 12 months of their Award and who are the partner of a person who is the primary caregiver of a new child (by birth or legal adoption) may be entitled to five days paid partner parental leave. The University may require the recipient to provide evidence of the date of birth or adoption.

Paid partner parental leave is aggregated and awarded only in one-week blocks for a full-time recipients and two-week blocks for a part-time recipient.

Recipients may apply for paid partner parental leave by completing the relevant section of the [Manage my Degree - HDR](#) form in ISIS.

Paid partner parental leave extends the duration of the Award.

## **5. ELIGIBILITY**

The Award will be available to a prospective or current domestic or international student who:

- a) is enrolling full-time or is enrolled full-time in a program of study for the degree of Ph.D. in international relations, based in Coral Bell School, CAP; and
- b) has demonstrated H1 or H1 equivalence in their prior studies.

## **6. SCHOLARSHIP APPLICATION**

To be eligible, applicants must have been accepted into a PhD program at ANU or have applied to be accepted into a PhD program at ANU.

Applicants will have to email their ANU application number to [cap.hdr@anu.edu.au](mailto:cap.hdr@anu.edu.au) at the time of application stating that they wish to be considered for the Award. When applicants have been accepted into a PhD Program, the local area will forward applications that wish to be considered for this scholarship to the Chair of the scholarship committee, Dr Nicolas Lemay-Hebert.

Applicants already on program will have to email their ANU application number to [cap.hdr@anu.edu.au](mailto:cap.hdr@anu.edu.au) stating that they wish to be considered for the Cartography of Peace PhD Scholarship.

The local area will forward applications that wish to be considered for this scholarship to the Chair of the scholarship committee, Dr Nicolas Lemay-Hebert.

## **7. SELECTION**

Selection will be made on the basis of:

- a) academic merit, referee reports and other evidence; and
- b) effective use of funds; and
- c) demonstrated intention to meet the Objective/s; and
- d) discipline research interests.

The selection committee will be chaired by Dr. Nicolas Lemay-Hebert and will include two academics from the Coral Bell School.

The selection committee may make no Award if it considers there is no student of sufficient merit.

## **8. CONCURRENT HOLDING OF AWARDS**

A recipient is permitted to hold other scholarships, awards, grants and bursaries concurrently with this Award, provided the terms of the other scholarship permits this also.

However, a recipient may not receive another allowance, award, grant or bursary to undertake the proposed program, which exceeds the value of 75 per cent of the Award stipend.

## **9. DEFERMENT**

The Award must be taken up no later than the date specified in the letter of offer, unless otherwise approved.

## **10. ONGOING ELIGIBILITY**

A recipient is required to remain enrolled full-time in an eligible program of study for the degree of PhD. at the Australian National University.

## **11. SUSPENSION OF AWARD**

A recipient may apply to CAP for suspension of their Award. A suspension may be appropriate if a recipient is studying at another institution and receives an award for that study. In these circumstances the duration of the Award will be reduced by the periods of study undertaken towards the degree during suspension of the Award (unless the study was undertaken overseas as part of a Commonwealth Government financially supported international postgraduate research scholarship or award).

The University may suspend the Award where a recipient has:

- a) outstanding fees; or
- b) an outstanding debt with the University; or
- c) outstanding PhD program milestone/s; or
- d) been found to be in breach of a statute, rule or policy or procedure of the University.

The Award will be suspended when at least 5 working days have passed since the University advised the recipient in writing that the milestones, debt and/or fees are outstanding, until the milestones have been met or the outstanding fees and/or debt have been paid. Under these circumstances, the recipient will forfeit payment of the Award for the period of time that their Award is suspended.

## **12. END OF AWARD**

The Award ends:

- a) at the conclusion of the period outlined in section 3; or
  - b) on submission of the thesis for examination; or
  - c) on the date on which the recipient withdraws or ceases to attend the University other than for approved absences; or
- may be terminated if a recipient is found to be in breach of a statute, rule, policy or procedure of the University.

## **13. REPAYMENT OF FUNDS**

A recipient who is taking leave from their program, or changing their enrolment intensity from full-time to part-time, must submit the prescribed [Manage My Degree - HDR](#) form in a

timely manner and, where possible in advance, in order to avoid receiving an overpayment of their Award. In circumstances where an overpayment does occur, these will be recovered in accordance with the ANU Procedure - Overpayments.

#### **14. PROVIDING FALSE OR MISLEADING INFORMATION**

The offer of the Award is based on the information provided by the student to the University. An Award may be withdrawn at any stage if incorrect, false or misleading information is provided or relevant information is withheld. This includes circumstances where the false information is unrelated to the assessment of the Award.

#### **15. VARIATION TO CONDITIONS OF AWARD**

In exceptional circumstances, these Conditions of Award may be varied by the Dean on the recommendation of the Chair of the selection committee.

#### **16. TAXATION AND CENTRELINK**

Recipients are responsible for seeking taxation and Centrelink advice regarding their own individual circumstances. Scholarships, grants or awards may be regarded as taxable income in some circumstances.

For information on how the Award may affect Centrelink benefits, please refer to:

<http://www.humanservices.gov.au/customer/enablers/income/>

#### **17. ACCOMMODATION**

It is the recipient's responsibility to obtain residential accommodation. Information on student accommodation and application forms are available from the University Accommodation Services. Information may be found at:

<http://www.anu.edu.au/students/services/accommodation>

#### **18. PUBLICITY**

A recipient may be invited to participate in publicity for the Award from time to time, including an interview and photograph.

#### **19. CONTACT WITH THE CAP**

All enquiries regarding the Award should be made to:

cap.hdr@anu.edu.au

#### **20. NOTE**

A recipient of this Award is subject to *The Australian National University Act 1991* and to the Statutes, Rules, policies and procedures of the University as amended from time to time.

Receipt of this Award does not indicate any commitment by the University for conferral of the recipient's award, or of future employment.

#### **21. IMPORTANT POLICIES, PROCEDURES, RULES & RESOURCES**

[Higher Degree Research legislation, policies and procedures](#)

Research Scholarship Information (including reimbursement and claim forms) -  
<http://www.anu.edu.au/students/scholarships-support/research-scholarship-information>