



Australian  
National  
University

**Including the Voices of Children and Young People in Support Services:  
Supplementary Scholarship Funded by Relationships Australia  
CONDITIONS OF AWARD**

**1. INTRODUCTION**

In 2023 the National Centre for Epidemiology and Population Health (NCEPH) ('the School') in the ANU College of Health and Medicine ('the College') may offer an award known as the Including the Voices of Children and Young People in Support Services: Supplementary Scholarship Funded by Relationships Australia ('the Award').

This supplementary scholarship is funded by the Relationships Australia Federation and led by Relationships Australia Canberra & Region in association with the Relationships Australia National Research Network. The objective of the Award is to support an outstanding domestic<sup>1</sup> candidate to enable them to pursue a PhD program in developing evidence informed approach/es for including the voices of children and young people in Relationships Australia services, including during design, delivery and evaluation. The funding will support the Higher Degree Research (HDR) candidate to make a significant contribution to their chosen field of research and will be, based in the College of Health and Medicine.

**2. BENEFITS**

The value of the Award is 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. **Supplementary Scholarship;** and/or
- B. **Research Support Allowance:** A recipient may apply for a reimbursement of up to \$37,000 for research costs incurred as part of the project that are not covered by other funds, by submitting the following documents to the School HDR Coordinator ([study.nceph@anu.edu.au](mailto:study.nceph@anu.edu.au)):
  - i. original tax invoice/receipts.

The recipient is responsible for making payment of all tuition fees and/or administrative fees by the prescribed date as set out by the University each session. Recipients of the Award are responsible for the costs of books, study materials, accommodation and all other costs of study.

**3. DURATION**

The duration of the full-time Award will be:

- a) For Doctor of Philosophy (PhD) 3 years; less
  - i. periods of enrolment already undertaken for the PhD degree; and/or

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<sup>1</sup> 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

- ii. such shorter period as is stated in the letter of offer.

#### **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 the College.

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.

#### **5. ELIGIBILITY**

The Award is available each year to a prospective or continuing domestic ANU student who:

- (a) is enrolled or enrolling full-time in a program of study for the degree of Doctor of Philosophy, based in the National Centre for Epidemiology and Population Health (NCEPH); and
- (b) has demonstrated H1 equivalence; and
- (c) is in receipt of an approved ANU HDR base stipend scholarship; and
- (d) is not in full-time employment; and
- (e) has arrived at a research topic that meets the intent of the Award, in consultation with the donor and PHXchange; and
- (f) is located, or able to relocate to Canberra or surrounds; and
- (g) must complete a National Crime Check, and hold and maintain legislative certification for working with children and vulnerable people.

#### **6. SCHOLARSHIP APPLICATION**

Applications shall be called for with a closing date as set by NCEPH. The closing date, and application instructions will be advertised on the University scholarship webpage.

#### **7. SELECTION**

- a) Selection is made on the basis of performance at interview; and
- b) Significance of the proposed research proposal to meet the intent of the Award;
- c) Applicant's academic merit and research potential, based on their CV, academic record, and Expression of Interest; and
- d) Applicants relevant experience; and
- e) Research feasibility, support from prospective supervisors and location in which the research will be undertaken; and
- f) Comparison with other applications received in the same award round;

Following interview, further consideration will be given to:

- a) Referee reports; and
- b) English Language competency

Following a full assessment, preference may be given to Aboriginal and Torres Strait Islander peoples, people with disability, people with culturally diverse background and those who identify as LGBTIQ+.

The selection panel will be chaired by the Implementation Lead of the PHXchange and will include at least one senior academic staff from across the University, and at least one representative of Relationships Australia.

The selection panel reserves the right to make no award if it considers there is no applicant of sufficient merit. The selection panel may also vary the number of Awards and/or offer the Award at other times in exceptional circumstances or based on the standard of applications or students (where funds allow).

## **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.

## **9. DEFERMENT**

The Award cannot be deferred.

## **10. ONGOING ELIGIBILITY**

A recipient of this Award is required remain enrolled full-time in an eligible program of study for the degree of Doctor of Philosophy at the Australian National University, in the program for which the Award is offered.

The topic of the research must remain consistent with that agreed between the candidate, donor and PHXchange.

The Award cannot be transferred to another institution. With approval from the Delegated Authority in the School an Award may be transferred to another Research School within the ANU.

## **11. SUSPENSION OF AWARD**

A recipient may apply to the College 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 HDR 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. CESSATION OF AWARD**

The Award ceases or should be surrendered:

- (a) if a student no longer meets the eligibility requirements;
- (b) at the conclusion of the period outlined in section 2;
- (c) on the date on which the recipient withdraws or ceases to attend the University other than for approved absences;
- (d) if a recipient fails to enrol as required in section 8;
- (e) if a recipient changes their program or course without permission to retain the Award;
- (f) if a recipient breaches academic or behavioural standards set by the University under the Academic Misconduct Rule (2015), Discipline Rule (2021) or Academic Integrity Rule (2021);

whichever is earliest.

## **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 Award is based on the information provided to the University. The 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 for the Award.

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

In exceptional circumstances and on a case-by-case basis, section 7 of these Conditions of Award may be varied by the Dean on the recommendation of the chair of the selection committee.

## **16. TAXATION & CENTRELINK**

Recipients are responsible for seeking taxation and Centrelink advice (if applicable) regarding their own individual circumstances. Awards may be regarded as taxable income if a recipient is enrolled on a part-time basis.

For information on how the Award may affect Centrelink benefits, see this website <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 on the Web at: <http://www.anu.edu.au/study/accommodation>

## 18. PUBLICITY

The recipient may be requested to participate in publicity for the Award from time to time. This may include publicity in the state or territory of residence or of schooling. Recipients may be contacted for an interview and photograph. The University may also publicise the Award by publishing the names of the recipients. Arrangements for such publicity will be made through the ANU College of Health and Medicine or ANU Communications and Engagement (ACE).

Recipients will also be required to acknowledge funding from the Award should the outcomes lead to publication.

## 19. DISCLOSURE AND DONOR CONTACT

For the purposes of reporting on the impact of awards, the name, program name and demographics (for example: age, country or town of residence) relating to a recipient of the Award may be disclosed to donors supporting the Award. This will not include recipient contact details. The recipient may be asked to write a personal note of thanks or to meet with donors. Any contact between a donor and a recipient will be facilitated by the ANU Advancement Office or an authorised representative of the University.

## 20. CONTACT WITH THE AWARD OWNER

All enquiries regarding the Award and changes, issues, or further information after acceptance should be made to:

*National Centre for Epidemiology and Population Health (NCEPH)*

*College of Health and Medicine*

*[study.nceph@anu.edu.au](mailto:study.nceph@anu.edu.au)*

## 21. DISCLAIMER

The recipient of the Award is subject to *The Australian National University Act 1991* as amended, and to the Statutes, Rules, Regulations and Resolutions of the University.

The Award does not carry any commitment by the University for future employment.

These Conditions of Award should be read in conjunction with the *Research Awards Rule* and Higher Degree Research Policy and Procedures available from the [ANU website](#).

## 22. RELATED POLICIES, PROCEDURES & RULES

HDR Legislation, policies and procedures - <https://www.anu.edu.au/students/program-administration/assessments-exams/hdr-policies-procedures>

ANU Academic Integrity Rule - <https://www.legislation.gov.au/Details/F2021L00997>

ANU Discipline Rule - <https://www.legislation.gov.au/Details/F2021L00998>

ANU Student Code of Conduct <https://www.anu.edu.au/students/program-administration/program-management/student-code-of-conduct>