Australian School of Business Research Scholarships

2008 Guidelines

These scholarships are open to full time PhD and MPhil students enrolled in any of the disciplinary schools of the Australian School of Business (ASB) and are awarded on the basis of academic excellence, research experience and/or research potential.

Benefits and Tenure

- $30,000 per annum tax-exempt
- Valid for 1.5 years for an MPhil degree, 3 years for a PhD
- Scholarship tenure will be reduced if study has been undertaken towards the degree
  - prior to the commencement of the scholarship and/or
  - during leave or suspension of the scholarship
- An extension of six months may be granted in cases where the scholar can demonstrate that the research was delayed by circumstances beyond his/her control and was related to the research rather than being of a personal nature.
- The Australian School of Business Research Scholarship (ASBRS) cannot be held in conjunction with an APA/UPA but can be held concurrently with other scholarships awarded by government, industry or other institutions so long as the combined annual allowance does not exceed A$35,000. In cases where the student is receiving other scholarship income, the ASBRS will be reduced where this income takes the allowance over A$35,000. These external funds must also be awarded for full time study and research leading to a postgraduate research degree.

Eligibility

- Applicants must be an Australian citizen or permanent resident or a New Zealand citizen. Applicants who have a permanent residency application pending may apply and be awarded a conditional scholarship. Residency must be confirmed by 24 February 2008.
- The ASBRS is open to all full time MPhil and PhD candidates. Applicants for an APA or UPA who are unsuccessful will automatically be considered for an ASBRS. There is no need for APA/UPA applicants to lodge an ASBRS application for the same round.
- Part-time students may be awarded a scholarship in exceptional circumstances. Students with heavy care commitments or with a medical condition precluding full-time study may be permitted to hold awards on a part-time basis. Applicants for part-time awards need to attach a statement of reasons to their application form, along with a supporting statement from the proposed supervisor and any relevant documentation. Part-time and full-time applicants are ranked together. Recipients wishing to transfer to part-time tenure should also forward a statement of reasons and supervisor’s supporting statement to the Australian School of Business. Part-
time awardees may convert to full-time at any stage. The student must convert to full-time if the reasons for undertaking part-time study no longer apply.

Application Procedure

- Applications for an ASBRS must be made on the official form which is available at http://www.business.unsw.edu.au/research.
- Applicants for an APA or UPA who are unsuccessful will automatically be considered for an ASBRS. There is no need for APA/UPA applicants to lodge an ASBRS application for the same round.
- Applications close 31 October each year.

Referees' Reports

Applications need to be supported by reports from two referees. These must be forwarded, on the official forms (available at http://www.business.unsw.edu.au/research), to the Australian School of Business Research Office by 31 October. The application will not be considered in the absence of a report from either referee. Students are responsible for providing their referees with the report forms and are strongly advised to check prior to the closing date to ensure that their referees have sent the report forms. Referees must send their reports directly to the ASB Research Office.

Application for Admission

Students are strongly advised to contact the Head of the School in which they wish to carry out their research, to discuss the suitability of the proposed program of study. Application for an award does not constitute an application for admission. Students must also complete an application for admission and forward it to the Graduate Research School. Students may apply online at http://www.apply.unsw.edu.au

Selection Process

The awards will be decided by a sub-committee comprising the Associate Dean (Research) or his nominee and the Postgraduate Research Coordinator from each disciplinary school. The ASBRS is a prestigious scholarship awarded on the basis of academic excellence and research experience and/or potential. No award will be made in any year in which, in the opinion of the Committee, there is no applicant of sufficient merit. Offers will be made late in the year prior to the commencement of the award. If applicable, second round offers will be made in late January.

Enrolment

All scholarship holders must commence the scholarship and enrol for a full-time higher research degree before 14 March 2008. If you are unable to commence before the appropriate date you will not be able to take up the scholarship.
INFORMATION FOR AWARD HOLDERS

Leave Entitlements

1. Recreation and Sick Leave

Recipients are entitled to 20 days paid recreation leave each year of the scholarship. Recreation leave may be accrued, but must be taken during the period of your scholarship. The Supervisor and Head of School/Postgraduate Research Coordinator approval for the leave must be obtained before recreation leave is taken.

Recipients are eligible for up to 10 working days paid sick leave each year (excluding weekends) and this may be accrued. Recipients are entitled to receive additional paid sick leave of up to a total of 12 weeks (60 working days) for the duration of the ASBRS for periods of illness lasting longer than ten days. A medical certificate must be provided. If prolonged illness occurs, recipients must apply for a suspension of the scholarship.

Periods of sick leave in excess of the 10 days annual entitlement (including the accrual) will result in an extension of the award. Where a scholarship recipient is required to take sick leave to care for a sick child or family member the leave will be considered 'sick leave'.

2. Maternity Leave

Recipients may take up to 12 weeks paid maternity leave during the tenure of the scholarship. Paid maternity leave cannot be taken in the first 12 months of the scholarship. The scholarship will be extended to compensate for an approved period of paid maternity leave. Unpaid maternity leave may be obtained by requesting a suspension.

3. Parenting Leave

Recipients who are partners of women giving birth and who have completed 12 months of their scholarship are entitled to a period of 10 days of paid parenting leave during the period 3 weeks prior to and 3 months after the expected birth or placement of the child. A medical certificate or a certified copy of the birth certificate should be included with your request for paid parenting leave.
Suspension of Award

An award holder may request suspension of the award for up to 12 months. Where the student is able to demonstrate that he/she is unable to return to study, the suspension may be extended for a further year. Where the suspension is due to illness a medical certificate must be provided. Periods of study undertaken towards the degree during a period of suspension of the award, must be deducted from the maximum period of time. Before a scholarship can be restored after suspension the student and supervisor will need to complete a "Commencement of Study" form (available from the Graduate Research School) and confirm the re-commencement date. Failure to resume studies after an approved period of suspension will result in termination of the award.

Work and other income

Award holders are permitted to undertake employment or receive income (eg: from a scholarship or Award). However, the employment or source of income must not interfere with their research or their ability to undertake full-time study. It is the University's expectation that full-time postgraduate research students will spend the equivalent of 35 hours per week on their research candidature.

Termination of the Award

The Award will be terminated should any of the following occur:

- Upon submission of the thesis (in accordance with the Commonwealth Guidelines);
- If the recipient ceases to meet the eligibility requirements (other than during a period in which the Award has been suspended); or
- When the recipient ceases to be a full-time student and has not received approval for a part-time award; or
- Once the maximum duration of the award has been reached; or
- If the recipient fails to resume studies after an approved period of suspension; or
- If the course of study is not being carried out with competence and diligence or in accordance with the offer of the Award; or
- If the recipient has failed to maintain satisfactory academic progress; or
- If the recipient has committed serious misconduct, including, but not limited to, the provision of false or misleading information.

Obligations of Award Holders

The recipient must advise the Australian School of Business Research Office and the Graduate Research School prior to making any change that may affect their eligibility for the Award. For example, transfer of program (MPhil to PhD etc), a change of address (can be made online at myunsw), suspension of Award or program etc. The recipient must also advise the Australian School of Business Research Office if there is a change in the amount of funds that they receive from another scholarship held in conjunction with the ASBRS. Where it is not possible to provide prior advice concerning a change, notification must be sent to the
ASB Research Office and the Graduate Research School within 7 days of the change. Failure to notify these offices of any changes that may affect the recipient’s eligibility for the Award will result in termination of the Award.

Renewal

Renewal of the Award each year will be subject to confirmation that progress has been satisfactory as per UNSW regulations

The ASBRS is subject to review at any time.

Further information
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