

Policy Title: Research Training Program Scholarship

Policy Owner: Manager Student Progress

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1. INTENT

This policy outlines the application of the Commonwealth Scholarships Guidelines (Research) 2017, which provide for Commonwealth Scholarships under Part 2-4 of the Higher Education Support Act 2003 as they pertain to Edith Cowan University Students.

2. ORGANISATIONAL SCOPE

All ECU Students and Staff

3. DEFINITIONS

TERM	DEFINITION
Domestic Student	As defined in the Higher Education Support Act 2003 (Cth)
ECUHDRS	ECU Higher Degree by Research Scholarship
RTP	Research Training Program as described in the Commonwealth Scholarships Guidelines (Research) 2017
RTP Fees Offset	As defined in the Commonwealth Scholarships Guidelines (Research) 2017
RTP Scholarship	As defined in the Commonwealth Scholarships Guidelines (Research) 2017
RTP Stipend	A payment to assist students with their general living costs while undertaking a higher degree by research, as defined in the Commonwealth Scholarships Guidelines (Research) 2017.

4. POLICY CONTENT

4.1 Eligibility Criteria

- 4.1.1 Eligibility criteria for RTP Scholarships are defined in the Research Training Program, [ECU Higher Degree by Research Scholarship and Other Ad Hoc Higher Degree Research Scholarships – Scholarships Conditions](#).

4.2 Application, Selection and Offers

- 4.2.1 Applications for RTP Scholarships are submitted via the University Applicant Portal. Application periods will be published by the University on the University website.
- 4.2.2 The method of selection is defined in the Research Training Program, ECU Higher Degree by Research Scholarship and Other Ad Hoc Higher Degree Research Scholarships – Scholarships Conditions.
- 4.2.3 Successful applicants for RTP Scholarships will be advised in writing by the Fees and Scholarships Office and will be provided with an offer letter. Successful applicants must accept offers by the deadline in the scholarship offer letter. Offers that are not accepted by the deadline will lapse may be offered to other eligible candidates.

4.3 Continuing Students

- 4.3.1 Continuing students who are in receipt of an RTP predecessor Australian Government program will be offered an RTP Scholarship that does not disadvantage the continuing student and provides at least equivalent support to that was previously provided.

4.4 Supervision and Facilities

- 4.4.1 The appointment, requirements and responsibilities for supervision of students undertaking a higher degree by research are outlined in Section 6 (Postgraduate Research Degrees) of the Admission, Enrolment and Academic Progress Rules, and in the Supervision of Students Undertaking Higher Degrees by Research Policy.
- 4.4.2 The provision of support and facilities to students undertaking Higher Degrees by Research are outlined in the Postgraduate Research Training Policy and Research Training Procedure 1: Postgraduate Researcher Support and Development.

4.5 Suspensions

- 4.5.1 Provisions for the suspension of an RTP Scholarship are defined in the Research Training Program, ECU Higher Degree by Research Scholarship and Other Ad Hoc Higher Degree Research Scholarships – Scholarships Conditions.

4.6 Paid Leave

- 4.6.1 Provisions for the taking of paid leave by an RTP Scholarship holder are defined in the Research Training Program, ECU Higher Degree by Research Scholarship and Other Ad Hoc Higher Degree Research Scholarships – Scholarships Conditions.

4.7 Undertaking Outside Work

- 4.7.1 Provisions for the undertaking of work by an RTP Scholarship holder are defined in the Research Training Program, ECU Higher Degree by Research Scholarship and Other Ad Hoc Higher Degree Research Scholarships – Scholarships Conditions.

4.8 Provision for Changes to Enrolment

- 4.8.1 Provisions for the changes to the enrolment of an RTP Scholarship holder are defined in the Research Training Program, ECU Higher Degree by Research Scholarship and Other Ad Hoc Higher Degree Research Scholarships – Scholarships Conditions and the University's [Admission, Enrolment and Academic Progress Rules](#).

4.9 Termination

- 4.9.1 Provisions for the termination of an RTP Scholarship are defined in the Research Training Program, ECU Higher Degree by Research Scholarship and Other Ad Hoc Higher Degree Research Scholarships – Scholarships Conditions.

4.10 Transferring to or from ECU

- 4.10.1 ECU will not normally fund payment of RTP Stipends awarded by other institutions for students transferring to ECU. Transferring students are eligible to apply for an ECUHDRS at the next available opportunity and will be considered as part of the competitive award process.
- 4.10.2 Domestic students who transfer to ECU from another institution will be provided an RTP Fees Offset, if eligible. The duration of the RTP Fees Offset will be reduced by any period of candidature undertaken at another institution.
- 4.10.3 ECU will not fund RTP Scholarships for students attending other institutions. A student transferring to another institution must contact that institution to confirm eligibility to apply for any RTP Scholarships there.

4.11 Grievances

- 4.11.1 Complaints regarding supervision will be managed in accordance with Policy PL218 Supervision of Students Undertaking Higher Degrees by Research.
- 4.11.2 The University's [Admission, Enrolment and Academic Progress Rules](#) contain provisions to enable students who are dissatisfied with the assessment of their academic work or academic progress to appeal against those decisions.

4.12 Industry Placements, internships and other professional practice activities.

- 4.12.1 Students undertaking research in collaboration with industry partners or who have industry placements built into their scholarship, will have the details outlined in ECU Higher Degree by Research Scholarship and Other Ad Hoc Higher Degree Research Scholarships – Scholarships Conditions and the Partner-Student agreement.
- 4.12.2 Students wishing to engage in placements, internships, professional or other enrichment activities require approval from the Associate Dean Research to ensure that these activities are complementary to career plans and/or the student's research project.
- 4.12.3 Students need to ensure that optional enrichment activities do not breach Scholarship Conditions, or interfere with the research program.

- 4.12.4 Approved enrichment activities that: are taken within the standard course and scholarship duration; do not change a student's enrolment load; and are unpaid, will have no impact on the stipend payment amounts of scholarship recipients. Activities that do not meet this criterion will be assessed on a case-by-case basis.
- 4.12.5 ECUHDRS recipients who undertaken an approved enrichment activity may apply for an extension to scholarship duration, which will be assessed on a case-by-case basis in accordance with ECU Higher Degree by Research Scholarship and Other Ad Hoc Higher Degree Research Scholarships – Scholarships Conditions.
- 4.12.6 RTP Fees Offset recipients are supported for the maximum period of support allowed under the Commonwealth Scholarship Guidelines (Research) and are therefore ineligible to receive any further RTP Fees Offset extensions.

5. ACCOUNTABILITIES AND RESPONSIBILITIES

In relation to this policy, the following positions are responsible for the following

The Policy Owner, Manager Student Progress has overall responsibility for the content of this policy and its operation in ECU.

Executive Deans of School have the responsibility of ensuring that processes and procedures are managed in line with this policy and that appropriate delegations have been formalised.

Staff/students/contractors are required to comply with the content of this policy and supporting procedures referred herein, and to seek guidance from the Fees and Scholarships Office in the event of any uncertainty as to their application.

All members of the University community are expected to comply with University Policy.

6. RELATED DOCUMENTS:

6.1 The policy is supported by the following Guidelines:

- [Commonwealth Scholarships Guidelines \(Research\) 2017](#)
- [Research Training Program, ECU Higher Degree by Research Scholarship and Other Ad Hoc Higher Degree Research Scholarships – Scholarships Conditions](#)

6.2 Other documents which are relevant to the operation of this policy are as follows:

- [Admission, Enrolment and Academic Progress Rules](#)
- [Supervision of Students Undertaking Higher Degrees by Research Policy](#)
- [Postgraduate Research Training Policy](#)
- [Research Training Procedure 1: Postgraduate Researcher Support and Development](#)

7. CONTACT INFORMATION

For queries relating to this document please contact:

Policy Owner	Manager Student Progress
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8. APPROVAL HISTORY

Policy Approved by:	Senior Deputy Vice Chancellor
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