

IMPORTANT: Please ensure you retain this copy of the conditions of award and continue to refer to them throughout your candidature.

Conditions of Award 2024

UTS President's Scholarship (UTSP)

The UTS President's Scholarship (UTSP) is offered by the University to selected international students of exceptional research potential to undertake a Higher Degree by Research (HDR) at the University of Technology Sydney (UTS). The scholarship is provided to assist with general living costs.

The duration of a full-time UTSP is three years and six months for a doctoral candidate and two years for a Master by Research candidate. The University has the expectation that, with an appropriately scoped project and consistent effort, scholarship holders will complete their work and submit theses for examination within this time frame. In accepting the scholarship, the scholarship holder undertakes to work towards this goal. The UTSP scholarship is not transferrable to another institution.

1. ELIGIBILITY

1.1. To be eligible for a UTSP, a student must:

- (a) be an overseas student as defined in the Higher Education Support Act 2003 (Cth); and
- (b) be a holder of a current valid international student visa, meeting requirements as specified by the Department of Home Affairs, including the requirement to purchase and maintain a standard Overseas Student Health Cover policy approved by the Commonwealth Government Department of Health. Cancellation of student visa and/or termination will result in stipend being withheld or cancelled; and
- (c) meet the admissions criteria for research doctorate degrees or Master by Research studies as outlined in [UTS Admissions and Recognition of Prior Learning Policy](#); and
- (d) be undertaking a higher degree by research (HDR) at the University in the year of the UTSP (UTSPs are not available to applicants whose enrolment into a postgraduate research program has not been accepted by the University); and
- (e) must not be receiving an equivalent award, scholarship or salary providing a benefit greater than 75% of the UTSP stipend rate to undertake the HDR. Income earned from sources unrelated to the course of study is not subject to the 75% rule.

2. SELECTION POLICY

2.1. The UTSP stipend is awarded based on a competitive process using the scoring system determining:

- (a) academic merit of the applicant; and
- (b) research and other relevant experience of the applicant; and

- (c) publications record of the applicant; and
- (d) relevance of the proposed research to the University's research strengths.

3. DURATION CONDITIONS

3.1. Acceptance

Awardees should indicate the acceptance of their scholarship by the prescribed deadline in their offer letters. The UTSP offer will lapse if the scholarship recipient does not accept by the prescribed date and the stipend will be withdrawn.

3.2. Commencement

- 3.2.1. Newly commencing students must enrol and commence their award during the official enrolment period for the session in which the offer is made. The University may grant delayed commencement of the scholarship to the following session of the same year where, due to significant prior commitments or exceptional circumstances, an awardee is not able to commence by the offered session.
- 3.2.2. Currently enrolled students may only commence their award from the first day of the session of the UTSP Stipend offer letter, but not before the first day.
- 3.2.3. The scholarship cannot be deferred to a later year.

3.3. Duration

- 3.3.1. A full-time UTSP may be held for three (3) years and six (6) months for doctoral studies and two (2) years for Master by Research studies.
- 3.3.2. The UTSP stipend duration will be reduced by any periods of study undertaken towards the degree prior to commencement of the UTSP stipend at UTS.
- 3.3.3. The duration of a UTSP stipend will be increased by any periods of paid leave approved by the University (see section 6).
- 3.3.4. The maximum duration for a UTSP stipend may be reduced where the UTSP is awarded in conjunction with a joint degree, to match the period of study at UTS.
- 3.3.5. No extensions are possible.

4. VALUE OF SCHOLARSHIP

4.1. The annual stipends are:

- (a) \$37,000 (currently tax-free) for full-time study mode; and
- (b) \$18,500 (currently taxable) for part-time study mode.

The annual stipend rates will match [base RTP stipend rate](#) after its full-time base rate exceeds \$37,000 pa and will be indexed thereafter.

4.2. Payments are made in equal fortnightly instalments directly to a nominated account in the UTSP Stipend recipient's name with an active Australian Authorised Deposit-taking Institution

through the University's payment system. Part-time stipends may be adjusted to withhold tax.

5. THESIS ALLOWANCE

- 5.1. The University may pay a thesis allowance up to the maximum rate applicable at the time of submission of the thesis in addition to the annual stipend subject to the UTSP holder satisfying the below conditions. The allowance is a contribution to the cost of production of the thesis (e.g. editing, proofreading costs) and does not include costs such as the purchase of computer equipment or postage. The current thesis allowances limit is:
 - (a) up to \$420 for a master by research thesis; and
 - (b) up to \$840 for a thesis.
- 5.2. The allowance must be claimed within one year of re/submission date of the thesis, or lodgement date and within two years of termination of the UTSP. The combined total of allowances for submission and re-submission cannot not exceed the approved maximum rate applicable at the time of submission of the thesis.
- 5.3. The application form for the thesis allowance is available from the UTS webpage. Original tax receipts with the supplier's ABN associated with the submission and re-submission of a thesis or the lodgement of the bound copies must be attached.

6. SCHOLARSHIP LEAVE

6.1. Annual Leave and Sick Leave

Students are entitled to receive up to 20 working days (4 weeks) paid annual leave and 10 working days paid sick leave for each year of the UTSP stipend. These leave entitlements may be accrued over the life of the UTSP stipend but will be forfeited when the UTSP stipend is terminated. Leave periods for these purposes are not added to the duration of the UTSP stipend as students continue to be paid during the period of leave.

Periods of annual leave and sick leave (of 10 days or less) will not result in a suspension of enrolment and therefore will be included for the purpose of calculating candidature and UTSP stipend end dates.

6.2. Leave of Absence

During [Leave of Absence](#), the scholarship payments will be stopped for the equivalent number of calendar days to the period of leave. At the time that the Leave of Absence is approved, UTSP payments will be stopped for the full period of leave and the scholarship end date will be extended by the same number of days as the approved period of leave. Scholarship recipients will be advised, via email, of the date when the scholarship will be stopped and when it will be restarted.

6.3. Paid Leave of Absence

In the case of approved Paid Leave of Absence, the scholarship payments will be stopped during the Leave of Absence for part of the leave that is not paid.

If the Leave of Absence is paid, UTSP payments will continue during the period of leave (or for part of the leave period) and the scholarship end date will be extended by the same number of days as the approved period of leave.

Paid Leave of Absence can only be sought in the following circumstances:

6.3.1 Sick Leave

UTSP stipend recipients are entitled to receive **additional paid sick leave** of up to a total of twelve (12) weeks during the duration of the UTSP stipend for periods of illness, where a leave of absence request must be accompanied with medical certificates; if a medical certificate is not available a statutory declaration is required.

Medical certificates are not limited to a specified list of medical professionals, and can therefore be provided by a range of health professionals such as registered physiotherapists, doctors, maternal and child health care nurses and occupational therapists. It is allowable for individual higher education providers to determine what is acceptable for required documentation of medical certificates.

Additional sick leave entitlements may also be used to cover family leave or family caring responsibilities after exhausting their recreation and sick leave entitlements.

6.3.2. Maternity and Parenting Leave

UTSP stipend recipients who have completed twelve (12) months of their UTSP stipend are entitled to a maximum of twelve (12) weeks of paid **maternity leave** during the duration of the UTSP stipend. This period of leave is added to the duration of the UTSP stipend. Unpaid maternity leave may be accessed through the scholarship leave provision.

UTSP stipend recipients who are partners of women giving birth within the duration of their UTSP stipend award, and who have completed twelve (12) months of their UTSP stipend are entitled to four (4) weeks of paid **parenting leave**, which may be taken at any time in the three-month period following the birth of a child or adoption date. This period of leave is added to the duration of the UTSP stipend. Unpaid parenting leave may be accessed through the scholarship leave provision.

Periods of leave do not attract leave loading. Stipend leave application forms for additional paid sick leave, maternity and parenting leave are accessible from the UTS webpage. Completed forms must be submitted to the Graduate Research School along with relevant certified supporting documents.

7. ONGOING ELIGIBILITY

- 7.1. The University monitors UTSP stipend recipient's ongoing eligibility and progress to ensure that each student continues to meet the eligibility requirements set out in section 1 and

maintain satisfactory progress. Except in special circumstances as determined by the Higher Degree Research Board, throughout the duration of the UTSP a student shall:

- (a) diligently pursue a course of study in the University as a candidate for the degree enrolled in; and
- (b) maintain satisfactory progress of candidature as evidenced in the annual Review of Progress and Candidature Assessment in with the guidelines approved by the Higher Degree Research Board from time to time as per [UTS Student Rules 11.13](#); and
- (c) comply with the [UTS Student Rules Section 11](#) and regulations of the University concerning postgraduate students.

8. PAID EMPLOYMENT

- 8.1. Full-time UTSP stipend recipients are required to work on their research project and complete their thesis within the allocated period and subject to the terms of their visa are only permitted to undertake a limited amount of paid employment which must not interfere with their study and progress.
- 8.2. HDR students are expected to devote a minimum of 35 hours per week for full-time study and 17.5 hours per week for part time study. Students engaging in other activities such as paid employment must not compromise the average weekly amount of time they devote to their research project. UTSP stipend recipients must seek approval of the RAO in their Faculty or Institute prior to engaging in part-time work in excess of 8 hours per week.
- 8.3. The RAO's decision will take the principal supervisor/s' recommendation into consideration. Details of paid employment or other activities, which temporarily interfere with the capacity to devote the required minimum hours per week to the research project, must be recorded in the student's review of progress.

9. CONVERSION OF DEGREES

- 9.1. Students may convert from a Master by Research degree to a doctoral degree or from a doctoral degree to a Master by Research degree and continue to receive their stipend.
- 9.2. The maximum duration of a converted stipend becomes that for the new research degree minus periods of study undertaken towards the related degree prior to the conversion.

10. TERMINATION OF SCHOLARSHIP

- 10.1. UTSP Scholarships will be immediately terminated in the event of an unsatisfactory progress (as outlined in [UTS Student Rules 11.14](#)) and/or discontinuation of candidature following candidature assessment (as outlined in [UTS Student Rules 11.23 to 11.25](#)) or suspension due to student misconduct ([UTS Student Rules Section 16](#)).
- 10.2. The UTSP stipend will terminate if:

- (a) if the student ceases to meet the eligibility criteria specified in section 1 other than during a period in which the UTSP stipend has been suspended with approval or during a period of leave in accordance with section 6; or
- (b) when the UTSP stipend recipient ceases to be a full-time student and approval has not been obtained from the University to hold the UTSP stipend on a part-time basis; or
- (c) upon submission of the thesis for examination or when the UTSP stipend expires, whichever is the earlier; or
- (d) if the student submits a request to relinquish their stipend; or
- (e) if, after due enquiry, the University determines that:
 - i. University the course of study is not being carried out with competence and diligence or in accordance to the offer of the UTSP stipend; or
 - ii. the student has failed to maintain satisfactory academic progress; or
 - iii. the student has been discontinued; or
 - iv. the student has committed serious misconduct, including, but not limited to, the provision of false or misleading information as outlined in section 12.1.

10.3. If the UTSP stipend is terminated, it cannot be re-activated unless the termination occurred in error.

11. STIPEND OVERPAYMENT

11.1. A UTSP stipend recipient is required to repay any scholarship overpayment within thirty calendar days of being requested to do so by the University. Scholarship overpayments are viewed as financial obligations by the University and failure to repay may result in sanctions being placed on your candidature as per [UTS Student Rules Section 4.4](#) of the Student and Related Rules at UTS.

12. OTHER INFORMATION

12.1. Provision of False or Misleading Information

If the University knows or has reason to believe that a student in receipt of a UTSP Stipend has provided false or misleading information to the University in relation to that UTSP Stipend, the University will immediately:

- (a) re-assess the student's entitlement to the UTSP Stipend; and
- (b) take action in accordance with the Student Misconduct and Appeals rules ([UTS Student Rules Section 16](#)).

12.2. Insurance

12.2.1. Research students should be aware that the University only provides a minimal level of automatic insurance cover for personal accidents for enrolled students, and only

whilst the student is on campus. Where a student's research involves high-risk activities or the student research is located off-campus, he/she should contact the Faculty Research Office to request approval so that the activity is covered by insurance.

12.2.2. Research students conducting fieldwork or conference presentations interstate or overseas will have insurance cover only if the activity is approved UTS business. Please contact the Faculty Research Office for approval.

12.2.3. Overseas students must meet the Overseas Student Health Cover insurance requirements as specified in the eligibility section at section 1.1.

13. COMPLAINTS AND APPEALS PROCESSES

13.1. For information on the UTS complaints and appeals processes, refer to the UTS Handling of [Student Complaints Policy](#), as well as the [Student Complaints Management Procedure](#).