

2019 Foundation HDR Scholarships

Selection and Administration Guidelines

Closing date for receipt of applications is 22 February, 2019

1. Purpose

These guidelines underpin the allocation of Federation University Australia Foundation Scholarships, which are intended to enhance HDR candidates' chances of succeeding at Federation University Australia by awarding scholarships.

2. Scholarships available

Available for domestic, CALD, migrant, refugee, international Higher Degree by Research candidates enrolled at FedUni.

3. Eligibility Requirements

3.1 Basic Eligibility Requirements

To meet the basic eligibility requirements for all Federation University Australia Foundation HDR Scholarships, HDR candidates will need to be:

- a) enrolled as a FedUni student undertaking a Higher Degree by Research at 1 March 2019;
- b) intending to submit within the next six months;
- c) able to demonstrate past satisfactory progress;
- d) able to demonstrate financial circumstances;
- e) able to demonstrate commitment to study.
- f) Able to provide two written references, one of which must be from the candidate's Principal Supervisor including information on submission timeline.

3.2 Financial Circumstances

A HDR candidate is not eligible for a 2019 Foundation HDR Scholarship unless Federation University Australia is satisfied that the student is able to demonstrate financial status through their KickStart application

3.4 General Circumstances

Scholarships are not available to Federation University Australia employees, employed by the University at a time fraction of 0.5 or above.

4. Applications, Assessment and Selections

- 4.1 Applicants who do not complete KickStart, scan and attach two written references to their Foundation Additional Information Sheet or answer the additional question by the due date will be ineligible.
- 4.2 Applicants who do not include a thesis completion plan by the due date will be ineligible.

4.3 Personal and financial status will be assessed according to information provided in the KickStart registration.

4.3.1 The selection process will be administered by the Federation University Australia Foundation with input from staff from Federation University Australia. The Scholarships, Bursaries and Grants Office are responsible for payment to successful applicants.

5. Scholarship Payments

5.1 If successful in being awarded a 2019 Foundation HDR Scholarship, students will receive a scholarship payment for 2019 only, provided they continue to meet the ongoing eligibility requirements.

6. Conditions of the Federation University Australia 2019 Foundation HDR Scholarships

6.1 In order to receive any payment, a successful applicant must formally accept the scholarship offer, and in doing so, accepts the conditions of the scholarship.

6.2 It is the responsibility of the scholarship applicant to maintain current contact details, including email, in the Federation University Australia Student Administration System (mysc.federation.edu.au).

6.3 Termination of a Federation University Australia 2019 Foundation HDR Scholarship will occur:

- a) if a student ceases to meet the eligibility criteria; or
- b) if Federation University Australia determines that the student:
 - i) has failed to maintain satisfactory academic progress and there are no extenuating circumstances for such failure; or
 - ii) has committed serious misconduct during a course of study whilst attending Federation University Australia including, but not limited to, the provision of false or misleading information.

7. Review / Appeal

Applicants with a grievance about the selection process should, in the first instance, direct their concerns to the Foundation Office. If the matter remains unresolved, applicants can access the University's Student Grievance Policy, which is available on the University's website http://policy.federation.edu.au/university/student_grievance/ch1.pdf

8. Donors

The Federation University Australia Foundation acknowledges with gratitude funds donated to the Foundation to support Foundation scholarships, and warmly thanks individual donors and their families for their generosity.

Recipients of a Foundation HDR scholarship will be invited to attend a Foundation event with our donors to receive a scholarship certificate in May 2019, and provide feedback to donors towards the end of 2019 on what it has meant to receive the scholarship.