



UNSW
SYDNEY

Graduate Research School Scholarship Proposal Kit

For the establishment of scholarships for UNSW Higher Degree Research programs, or incoming research practicum exchange.

All fields must be completed. Candidate must be enrolled and must not have submitted their thesis.

For further information, please refer to the [GRS website](#)

Scholarship Details

Has this award already been established?

Yes

If Y, Provide scholarship code:

then skip to Page 2

No

If N, complete:

Funding source:

Source name:

*Attach: letter from the external funding source, associated instructions/conditions/agreement from external funder, and candidate's acceptance

Purpose of award:

Was a competitive process undertaken to select this candidate? Yes

No

Selection criteria/eligibility:

Availability:

Donor only- Reporting required:

Payment rate:

Scholarship type:

Is Candidate: Full time

OR Part time*

*Part time awards are taxable. Holders must submit a Tax File Declaration form to UNSW HR Salaries

Value (for the above payment rate and enrolment load):

OR (tick)

Minimum [RTP rate](#), indexed annually

Variations available: Note: Research allowances eg thesis or maintenance funds are managed by School

Sick / carer's leave (in line with [HDR Scholarship Procedure](#))

Parental leave (in line with [HDR Scholarship Procedure](#))

Change of PT/FT load (rate and duration will be prorated)

UNSW Account to be paid from:

Only one account per award

UNSW Accounts can be set up with Research Grants and Contracts, and must be active and checked prior to submission of this form

Fund:

Dept ID:

Project ID:

Scholarship Recipient

Name:

Student ID:

Scholarship Start Date

Scholarship End Date

Scholarship Recipient to complete:

Name of Bank:

Account Name:

BSB:

Account Number:

I:

- understand that as an award holder I am permitted to receive income or undertake a limited amount of paid work/employment during the working week where that source of income or the employment does not interfere with my research or my ability to undertake full-time (35 hours per week) study. I am aware that full-time employees of UNSW (including holders of UNSW staff lectureships) may not concurrently hold a full-time scholarship.
- must notify the Graduate Research School (i) within 14 days if I receive incorrect or unexpected payments from my award, and repay any incorrect or overpaid amounts, and (ii) prior to, or within 7 days of, making any other changes that may affect my eligibility for this award.
- understand my award will be terminated in accordance with the HDR Scholarships Procedure: <https://www.gs.unsw.edu.au/policy/hdrs-scholarships-procedure.html>
- have read and understood these obligations and the conditions of my award (including conditions relating to residency and enrolment status) as outlined on the Scholarship Proposal form and relevant Information for Award Holders documents and agree to abide by these conditions.

Signature:

Date:

Declarations and Approvals

Proposer (UNSW Staff member who is Project Account owner/scholarship manager):

I:

- have read and understood the information provided at <https://research.unsw.edu.au/supervising-research-candidatures>.
- have/will provide the candidate a copy of the Scholarship Proposal form and any conditions imposed by the award source. Where the standard UNSW Main award Scholarship conditions apply, I will direct the candidate to these conditions - <http://research.unsw.edu.au/postgraduate-research-scholarships>
- will be responsible for ensuring that any technical and milestone reporting obligations are met as stipulated in the funding.
- will notify the Graduate Research School if the candidate does not maintain satisfactory progress and will follow up on any overpayments that the candidate may incur
- agree to comply with the postgraduate scholarship standard conditions &/or any associated conditions imposed by the award source.
- agree to notify the Graduate Research School immediately should the candidate discontinue, suspend, or be deemed unsatisfactory for the scholarship, or if there are any changes to the external funding source's level of support.

Name:

Signature:

Date:

Guarantor (Head of School/Centre/Institution. Must be different to Proposer. Not required for NHMRC & Donor scholarships)

I confirm that sufficient facilities are available in my School/Centre/Institute to accommodate the postgraduate research scholarship under the associated conditions. I also confirm that my School/Centre/Institute will actively identify and address any risk and/or ethical issues associated with the postgraduate research project prior to commencement.

I confirm that the candidate will be consulted about authorship on the publication of research results and ownership of outcomes in accordance with UNSW policy and any associated conditions imposed by the sponsor. I also agree to notify the UNSW Knowledge Exchange promptly if any intellectual property is created by the candidate as required under the UNSW IP policy.

If an unforeseen shortfall in sponsor funding occurs, I agree that my School/Centre/Institute will continue to support the candidate at the level agreed in this proposal, for the period nominated in the proposal.

Name:

Signature:

Date:

Faculty approval (Only required for Faculty funding. Dean/ADR/T/DPGR)

I support the establishment of the Scholarship as outlined in this proposal

Name:

Signature:

Date: