

Faculty of Science Dean’s Postgraduate Research Scholarships

<https://www.monash.edu/science/research/graduate-research/scholarships>

Policy and Procedure

(Effective from 21 August 2024)

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1. Introduction

1.1. General information

- 1.1.1. [Faculty of Science Dean's Postgraduate Research Scholarships \(DPRS & DIPRS\)](#) are offered for full-time graduate research studies within the Faculty of Science at Monash University.
- 1.1.2. Persons intending to undertake a research master's degree or doctoral degree are eligible to be nominated by a school within the faculty.
- 1.1.3. Awards are available to students intending to undertake, or who are currently enrolled for a research master's degree or doctoral degree.
- 1.1.4. Part-time awards may be available (see sub-section 3.13 for eligibility requirements).

2. Eligibility and Support

2.1. Eligibility

- 2.1.1. Applicants must be commencing or currently enrolled in their graduate research degree in the Faculty of Science (MPhil, MSc and PhD), located at the Clayton campus. Scholarships are only available to those who are nominated by the School in which they will be (are) enrolled in to undertake the approved graduate research degree.
- 2.1.2. Scholarships may be offered to applicants in a Faculty of Science graduate research degree where the applicant meets the eligibility criteria as specified in this procedure and in accordance with the competitive selection process as outlined in sub-section 2.5.
- 2.1.3. To be eligible for a DPRS stipend, an applicant must not be receiving income from another source to support that applicant's general living costs while undertaking their course of study if that income is greater than 75 per cent of that student's DPRS stipend rate.
 - 2.1.3.1. Income unrelated to the applicant's course of study or income received for the applicant's course of study or income received for the applicant's course of study but not for the purposes of supporting general living costs is not to be taken into account.
- 2.1.4. To be eligible for a DIPRS, an applicant must not be receiving an equivalent Australian Government award or scholarship from that is designed to offset graduate research course fees.
- 2.1.5. Applicants must hold H1 or H1 equivalent (H1E) academic qualifications.
- 2.1.6. An awardee must agree to apply for a Monash University Postgraduate Research Scholarship (RTP /MGS) in any of the relevant scholarship rounds for which they are eligible for a Research Training Program (RTP) following a request to do so by their School.

2.2. Faculty of Science Dean's Postgraduate Research Scholarship (DPRS)

- 2.2.1. The DPRS Stipend assists students with their living costs while undertaking a graduate research course.
- 2.2.2. Domestic and international applicants are eligible to be considered for the Faculty of Science Dean's Postgraduate Research Scholarship (DPRS).

2.3. Faculty of Science Dean's International Postgraduate Research Scholarship (DIPRS)

- 2.3.1. The DIPRS tuition fee scholarship, or sponsorship covers the course tuition fee and the Student Services and Amenities fee set by the University and otherwise payable by the recipient for each quarter of their course enrolment.
- 2.3.2. The DIPRS tuition fees scholarship, or sponsorship also provides a Single Overseas Student Health Cover (OSHC) as per sub-section 3.8 below.
- 2.3.3. Domestic and international applicants are eligible to be considered for the Faculty of Science Dean's Postgraduate Research Scholarship (DPRS).

2.4. RTP Fees Offsets

- 2.4.1. An RTP Fees Offset covers the graduate research student's course tuition fees that would have otherwise been payable by the student. The University fully offsets the applicable tuition fee.
 - 2.4.1.1. An RTP Fees Offset is not a stipend
 - 2.4.1.2. An RTP Fees Offset will not be paid to the student.
 - 2.4.1.3. Additional fees such as Student Services and Amenities Fees (SSAF) remain the responsibility of the student.
- 2.4.2. The estimated annual value of Australian Government support for an RTP Fees Offset is specified on the [University Graduate Research Scholarships](#) website.
- 2.4.3. The total duration of funding will be equivalent to the course duration specified in the course offer letter and be no more than 4 years full-time (EFT) for students enrolled in doctoral courses and no more than 2 years (EFT) for students enrolled in research master's courses.
- 2.4.4. All domestic students at the University will receive the RTP Fees Offset.

2.5. Competitive Selection Process

- 2.5.1. Selection is undertaken by the Faculty of Science Research Degrees Committee (RDC).

- 2.5.2. The RDC will award scholarships based on an applicant's academic record, research output and prior research experience.
- 2.5.3. In its assessment, the RDC will prioritize applicants who:
- 2.5.3.1. hold an Australian or New Zealand bachelor's degree with first class honours or qualifications and/or research experience deemed equivalent by the University;
 - 2.5.3.2. can enrol and undertake their research on a full-time basis;
 - 2.5.3.3. are, or will be enrolling via internal (on-campus) mode;
 - 2.5.3.4. are entitled to a maximum scholarship duration of more than 12 months EFT as a result of prior enrolment in a graduate research degree;
 - 2.5.3.5. have not completed a graduate research masters or doctoral degree at the same course level; and/or
 - 2.5.3.6. have not previously held an Australian Government or Monash-funded Postgraduate Research Award for more than six months.
- 2.5.4. Domestic applicants applying to enrol via external (off-campus) mode within Australia can be considered for a scholarship only under limited circumstances, where, for example, the applicant has carer or medical requirements, or is engaging in a site-specific research project within Australia and appropriate support is available.
- 2.5.5. International students who are subject to Education Services for Overseas Students (ESOS) requirements are not permitted to enrol via external (off-campus) mode.

3. Scholarship provisions

3.1. Stipend rates

- 3.1.1. The annual stipend rates are aligned with the RTP stipend as published on [Monash University Graduate Research Scholarships website](#). Part-time students receive 50% of the full-time rate (taxable).
- 3.1.2. The stipend rate for any subsequent year will be indexed annually on 1 January and published on the [Monash University Graduate Research Scholarships website](#).

3.2. Faculty of Science Dean's International Postgraduate Research Scholarship (DIPRS)

- 3.2.1. International applicants may be awarded a DIPRS tuition fee scholarship, or sponsorship, to cover the tuition fees and the Student Services and Amenities fee set by the University and otherwise payable by the recipient for each quarter of their course enrolment.
- 3.2.2. Tuition fee sponsorship rates will vary annually in accordance with changes to course fees for the duration of the award.

3.2.3. The duration of the award will align with the provisions outlined in clauses 3.31 to 3.36 below.

3.3. Scholarship duration

- 3.3.1. The scholarship duration for a doctoral student recipient is three years and six months EFT, pro-rata for part-time.
- 3.3.2. The scholarship duration for a research master's student recipient is two years EFT, pro-rata for part-time.
- 3.3.3. The duration of a scholarship will be reduced by any periods of study undertaken towards the degree prior to the commencement of the scholarship.
- 3.3.4. The duration of a scholarship will be adjusted by any periods of approved paid maternity leave, additional sick leave, parental leave and leave for jury duty as specified on the Monash [website](#).
- 3.3.5. During any period of approved unpaid leave, the recipient's enrolment stipend and tuition sponsorship (where applicable) will be suspended, with the end date of the scholarship adjusted upon resumption of the course of study.
- 3.3.6. Tenure is always subject to satisfactory progress and terminates upon withdrawal from the course of study, completion of the prescribed course of study, or on the submission of a thesis for examination.

3.4. Extension provisions

- 3.4.1. Extensions can be made at the discretion of the School in which the student is enrolled.
- 3.4.2. There are no provisions for extension for students undertaking a research master's degree.
- 3.4.3. An extension will only be considered where research has been delayed by circumstances beyond the student's control yet they are demonstrating that they are committed and actively progressing towards completion.
- 3.4.4. Examples of reasons considered beyond the student's control include:
 - ongoing failure of the supervisor/s to provide constructive feedback in a timely manner;
 - chronic medical conditions that impact on a student's progress and productivity where the student is able to provide supporting medical documentation;
 - delays to ethics approval;
 - substantial loss of data;
 - significant and prolonged equipment breakdown;
 - loss of access to equipment;
 - unexpected change of direction of research due to external or other factors (for example, legislative requirements);
 - significant delays to experimental work;
 - environmental or other factors leading to delayed access to, or loss of, a research site/s;

- delays in being granted visa approval to travel to another country/countries to access research sites and/or archival repositories that are integral to the research project;
 - delays in accessing archival, museum or other research sites due to delays in getting approval to access such sites that are integral to the research project;
 - unexpected changes to supervisory arrangements which have impacted on the student's progress and ability to undertake their research;
 - significant and prolonged delays due to direct impacts of global or national events such as floods, earthquakes, pandemic or civil unrest.
- 3.4.5. Applications for an extension for grounds other than these will be considered where exceptional circumstances apply.
- 3.4.6. Illnesses other than chronic medical conditions that impact on a student's progress and productivity are not considered grounds for an extension unless it is determined that exceptional circumstances apply, as students experiencing a period of sickness should apply for leave of absence at the time of their illness and not retrospectively. Employment commitments are also not acceptable grounds for an extension unless exceptional circumstances apply
- 3.4.7. Students must apply for an extension to their scholarship using the Faculty of Science Dean's Scholarship Extension Application form.

3.5. Commencement

- 3.5.1. Recipients who are yet to commence their degree are required to enrol and take up their scholarship by the commencement date as stated in their course offer letter.
- 3.5.2. Where circumstances beyond the recipient's control prevent the recipient from taking up the scholarship by this date, the recipient may apply to defer commencement of the course/scholarship, in accordance with section 2 of the [Graduate Research Admissions Procedure](#).
- 3.5.3. If the recipient fails to commence by the applicable date or obtain approval to defer commencement under clause 3.5.2, the scholarship offer will be withdrawn.
- 3.5.4. The earliest date by which a recipient currently enrolled in a graduate research degree at Monash may commence a scholarship is the date of their scholarship offer.

3.6. Stipend payments

- 3.6.1. Stipend payments are made to recipient's in fortnightly instalments into an Australian bank account in the recipient's name.
- 3.6.2. Where a student is not enrolled over the full period of the year, the student will receive the proportion of the annual stipend for the period in which study is undertaken for that year.
- 3.6.3. Under Australian Taxation Law, full-time stipends are presently considered to be non-taxable by the Australian Government. Part-time stipends are taxable. Recipients seeking taxation advice should refer to the [Australian Taxation Office](#).

- 3.6.4. Where a stipend overpayment occurs, the recipient is required to repay the overpayment amount to the University within 4 weeks of the notification of overpayment in accordance with clause 4.1 of this procedure.

3.7. Relocation allowance (stipend scholarships)

- 3.7.1. Recipients who relocate their place of residence to Victoria from interstate or from overseas to take up their DPRS stipend scholarship will be eligible for an establishment/relocation allowance of A\$1,000 (interstate) and A\$2,000 (International).
- 3.7.2. DPRS awardees will be assessed for eligibility for the relocation allowance by the Faculty of Science Research Office, and, if deemed eligible, will receive the allowance with their first scholarship payment.
- 3.7.3. DPRS awardees are ineligible for the relocation allowance if they relocated to Victoria prior to the date of their offer of the stipend or relocated their place of residence to another residence from within Victoria.

3.8. Overseas Student Health Cover (OSHC)

- 3.8.1. Where an international student who is subject to ESOS requirements is awarded a DIPRS tuition fee scholarship they will also be allocated a Single Overseas Student Health Cover (OSHC).
- 3.8.2. The cost of any additional cover, including dual or multi-family cover, will be at the direct cost of the recipient.
- 3.8.3. Payment of coverage will be made through the University's preferred provider for a maximum of 57 months (doctoral students) and a maximum of 32 months (research masters students). Cover following this maximum duration is at the direct cost and arrangement of the recipient.

3.9. Other funds

- 3.9.1. Scholarship recipients are permitted to:
- 3.9.2. obtain funds for fieldwork, equipment or other expenses not covered by the scholarship;
 - 3.9.3. receive income derived from paid employment unrelated to their research; and
 - 3.9.4. receive a concurrent stipend(s) to support the recipient's general living costs while undertaking their research provided that the concurrent stipend(s) does not exceed 75 percent of the main stipend rate.
- 3.9.5. Where the recipient's concurrent stipend exceeds 75 percent of the main stipend rate, the recipient's stipend will be suspended for the tenure of the concurrent stipend and the period of study undertaken towards the degree during this suspension will be deducted from the maximum tenure.

3.10. Employment and research internships

- 3.10.1. Scholarship recipients are permitted to undertake paid employment throughout the year, as long as they are able to meet the attendance requirements as specified in the [Graduate Research Enrolment Procedure](#), and where permitted under the conditions of any student visa.
- 3.10.2. The duration and stipend rates for recipients undertaking a research internship, practicum or industry internship related to their research project will be unchanged, with the stipend continuing to be paid for the duration of the internship.
- 3.10.3. There will be no extension to the duration of the scholarship for the period of a research internship, practicum or industry internship.
- 3.10.4. Scholarship recipients who wish to undertake an internship or placement that is unrelated to their research project or course of enrolment may undertake a leave of absence and suspend their scholarship for the duration of the internship or placement.
 - 3.10.4.1. During any period of approved leave, the student's enrolment and scholarship(s) are suspended with the end date adjusted upon resumption of the course of study.

3.11. Transfer between graduate research degrees

- 3.11.1. If a scholarship recipient is approved to transfer from a research master's course to a doctoral course within the same School, or vice versa, the recipient may continue to hold the scholarship.
- 3.11.2. In this instance, the maximum duration of the scholarship is amended to the duration of the new graduate research degree as outlined in clauses 4.7 and 4.8, minus any periods of study already undertaken prior to the transfer.

3.12. Changing academic unit/program and field of education

- 3.12.1. A Faculty of Science Dean's Postgraduate Research Scholarship cannot be transferred to another faculty.
- 3.12.2. A Faculty of Science Dean's Postgraduate Research Scholarship cannot be transferred to another School within the Faculty of Science, unless the new School agrees to continue to fund the scholarship.
- 3.12.3. Where in doubt, a recipient should seek advice from the Faculty of Science Research Office on any planned changes to their main supervisor and/or academic unit or faculty.
- 3.12.4. International students may, subject to Australian Government requirements, be required to seek approval from the Department of Home Affairs to transfer academic units/schools. Prior written approval of the requested changes must be granted before a request for transfer can be submitted to the University with appropriate supporting documentation.
- 3.12.5. Where required, a recipient's field of education will be updated upon approval of the transfer.

3.13. Leave provisions

- 3.13.1. The leave provisions for students are outlined in the [Graduate Research Enrolment Procedure](#).
- 3.13.2. Provisions for paid leave entitlements will be published on the University [website](#).
- 3.13.3. Recipients on approved paid or unpaid leave are to refer to paragraphs 3.3.4 and 3.3.5 of these procedures in relation to the effect a period of leave has on the suspension (where applicable) and duration of their scholarship.

3.14. Scholarship Conversion - from full-time to part-time, and vice versa

- 3.14.1. A domestic recipient with carer's responsibilities, a medical condition or a disability, which prevents them from studying full time, may be eligible for scholarship consideration on a case-by-case basis.
- 3.14.2. A recipient holding a part-time scholarship must be enrolled as a part-time student. Holders of part-time scholarships may convert to full-time at any stage.
 - 3.14.2.1. For students converting from part-time to full-time, or vice versa, the duration and end date of any remaining scholarship will be recalculated in accordance with clauses 3.3.1 and 3.3.2 of this procedure.
- 3.14.3. International students who are subject to ESOS requirements are ineligible for part-time stipends unless compassionate or compelling circumstances can be demonstrated.
 - 3.14.3.1. International students who are subject to ESOS requirements must continue to meet all conditions of their student visa if they convert from full-time to part-time enrolment.

4. Repayment, withdrawal and termination provisions

4.1. Repayment of Stipends

- 4.1.1. An recipient is required to repay any stipend payment within four weeks of receiving the payment if:
 - 4.1.1.1. the payment is made in error or an overpayment has occurred,
 - 4.1.1.2. the recipient is no longer enrolled in the period the stipend is paid, or
 - 4.1.1.3. the recipient does not meet the conditions of the stipend or is ineligible for the stipend, including situations where:
 - 4.1.1.4. the recipient has provided false information; or
 - 4.1.1.5. the recipient has been made a stipend offer in error.

4.2. Termination of stipend and/or tuition scholarship

- 4.2.1. A scholarship will be terminated on the day a student's thesis submission requirements are met or at the end of the stipend and/or tuition scholarship, whichever is earlier.
- 4.2.2. Scholarships will be terminated before this time if the recipient:
 - 4.2.2.1. is determined to have failed to fulfil an admission requirement, an enrolment requirement, or a condition on their continuing enrolment;
 - 4.2.2.2. fails to maintain satisfactory progress or complete compulsory milestones by their due dates;
 - 4.2.2.3. has their enrolment cancelled for any reason, including but not limited to where the recipient is found guilty of a serious case of academic or research misconduct in accordance with [Part 7 of the Monash University \(Council\) Regulations](#), or the awardee fails to maintain their enrolment;
 - 4.2.2.4. relinquishes the scholarship or withdraws from the course;
 - 4.2.2.5. ceases to be a full-time student engaged in full-time research, when approval has not been obtained to hold the stipend on a part-time basis;
 - 4.2.2.6. does not resume study at the end of a period of approved leave or does not make arrangements to extend the period of approved leave;
 - 4.2.2.7. accepts another equivalent stipend to undertake the graduate research degree providing a benefit greater than 75% of the stipend rate and does not comply with the criteria in paragraph 2.1.3 of these procedures;
 - 4.2.2.8. converts to writing up away;
 - 4.2.2.9. ceases to be enrolled via internal (on-campus) mode where approval has not been obtained to hold the scholarship via external (off-campus) mode;
 - 4.2.2.10. ceases to be enrolled at an Australian campus;
 - 4.2.2.11. ceases to be enrolled in the Faculty of Science;
 - 4.2.2.12. changes School unless a transfer of scholarship is approved under clause 3.12.2;
 - 4.2.2.13. has provided false or misleading information and as a result a scholarship is awarded or continued;
 - 4.2.2.14. enrolls externally to reside overseas; and/or
 - 4.2.2.15. fails to apply for a Monash University Postgraduate Research Scholarship (RTP /MGS) in any of the relevant scholarship rounds for which they are eligible for a Research Training Program (RTP) following a request to do so by their School;

- 4.2.3. Once a scholarship is terminated, it cannot be reinstated unless the termination occurred as a result of University error.

5. Award holder obligations

5.1. Award holder's obligation to the Faculty of Science

- 5.1.1. The recipient may be asked by their School Graduate Research Co-ordinator to apply for a Research Training Program (RTP) or Monash Graduate Research Scholarship (MGS) through the Monash University online scholarship system, at each round for which they are eligible and are considered competitive.

6. Further information

6.1. Contact

- 6.1.1. Please contact the following should you have any queries. It is important that you are fully aware of your obligations under these Policies and Procedures.

Faculty of Science Research Office

14 Rainforest Walk

Clayton campus

MONASH UNIVERSITY VIC 3800

Telephone: +61 3 9905 8870

Email: sci-hdr-enquiries@monash.edu

Internet: <https://www.monash.edu/science/research/graduate-research/scholarships>

7. Definitions

Domestic student	A student enrolled at an Australian location who is an Australian or New Zealand citizen, or who holds an Australian permanent resident visa or Australian permanent humanitarian visa.
Full-time	Enrolment in the course of study where the graduate research student commits to that course no less than 4 days each week.
International student	A student who is not a domestic student.
Part-time	Enrolment in the course of study where the graduate research student commits to that course no less than 2 days each week.
Student	A person who: <ul style="list-style-type: none"> a) is admitted to a course of study at the University; b) is enrolled at the University in a non-award study or one or more units of study on an assessed or non-assessed basis and without admission to a course of study; c) is pursuing a course of study or unit of study at the University through an exchange or study program or other arrangement between the University and another educational institution; d) is engaged in a student mobility program involving the University, whether or not the

	<p>program is credited towards a course of study or unit of study;</p> <p>e) has completed a course of study but on or to whom the relevant degree or award has not been conferred or awarded;</p> <p>f) has deferred, or has intermitted, or has been suspended from, a course of study;</p> <p>g) is enrolled in a course of study or one or more units of study offered by the University through another educational institution; or</p> <p>h) has consented in writing to be bound as a student by the University statute and University regulations.</p> <p>The following terms are used to identify groups of students that are subject to different requirements (as defined below):</p> <ul style="list-style-type: none">● domestic student;● international student; and● international student subject to Education and Services for Overseas Students (ESOS) requirements.
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