

Funding period: **January – December 2018**

Closing date for applications: **12th January 2018**  
OR within 4 months of commencing  
Research Higher Degree (for new students).

### 1. Purpose of Research Student Maintenance

- Research Student Maintenance (RSM) is offered by the College Research Committee. It assists with the cost of research projects being undertaken by Postgraduate students completing a Higher Degree by Research.
- The RSM allocation is a grant-in-aid for maintenance and consumables. The amount offered is a contribution to the total maintenance costs and may not cover all expenses associated with a student research project.
- Higher Degree by Research students may be eligible for up to \$2000 per year.

### 2. Eligibility

- RSM will only be awarded to candidates enrolled in a Higher Degree by Research in the College of Nursing & Health Sciences.
- Commencing students will not normally be eligible for RSM after the third full-time equivalent (FTE) enrolled year of a PhD, or after the second FTE enrolled year of a Masters degree.
- Continuing students who exceed these enrolment periods require approval from the HDR coordinator to receive further RSM funding.
- Students who upgrade their Postgraduate program (e.g. from Masters to PhD) are only entitled to the maximum of three FTE years of RSM. (i.e. the years spent on the former degree are counted towards the three FTE years of RSM in the PhD).
- The RSM allowance is calculated as follows:
  - Full-time students enrolled for two semesters in one year will receive the maximum allowable amount of RSM;
  - Part-time students will receive half the maximum allowable amount of RSM;
  - Students enrolled full time for one semester will receive half the maximum allowable amount of RSM.

### 3. Acceptable use of RSM funds

- First year Higher Degree by Research students may elect to receive a new laptop computer for use during their candidature. The College RSM Administrator will process these RSM requests and allocate funds (equivalent to one-year FTE of RSM) to the supervisor. The supervisor accepts responsibility for purchasing, dispatching and maintaining laptops loaned to Higher Degree by Research students. This must be done in accordance with College procedures and [Flinders University Information Technology Services \(ITS\) procurement guidelines](#).
- The RSM allocation may also be used for:
  - Chemicals/reagents
  - Subject payment
  - Minor equipment
  - Photocopying
  - Software
  - Slides, microfilms
  - Stationery, disks, tapes
  - Computer ink
  - Transcription
  - Survey questionnaires
  - Travel within Australia to attend Flinders University for Research Week
  - Field travel for data collection purposes
  - One conference registration throughout the candidature where the student has an accepted oral paper or poster to present
  - Open Access publication fees **only in Q1 ranked journals** in the latest SCImago ranking when the student is the first author. Please refer to <http://www.scimagojr.com/journalsearch.php>
  - Reference Books / Government reports - may be requested through the College RSM Administrator (health.research@flinders.edu.au). Please note, these resources remain the property of the University

Please note RSM is not used for costs associated with the production of the thesis. Any other proposed use of RSM outside of the acceptable use listed in section 3 must be approved by the supervisor and the HDR coordinator.

#### **4. Submission of applications**

- Applications must be submitted by email to [health.research@flinders.edu.au](mailto:health.research@flinders.edu.au) by closing date above.
- New students should apply within four months of commencing the Higher Degree by Research.
- Applications from continuing students that are received after the closing date must be accompanied by a letter from the student's supervisor, explaining the reasons for the late application.

#### **5. Spending RSM funds**

- The student's supervisor is responsible for ensuring that RSM funds are expended in the best interests of the student and their progress.
- Funds may not be used under any circumstances to finance travel by the supervisor.
- Funds are not automatically allocated. An application form is required each year.
- Funds must be spent, for the purpose indicated, by 30<sup>th</sup> November in the same year as funds are allocated.
- Unspent funds may not be carried forward to the next year without the prior approval of the College Research Committee.
- The College Research Committee may audit RSM accounts at any time.

#### **6. Contact**

- Questions should be directed to:
  - College RSM Administrator
  - Phone: (08) 8201 5892
  - Email: [health.research@flinders.edu.au](mailto:health.research@flinders.edu.au)
  - HDR Coordinator
  - Email: [linda.sweet@flinders.edu.au](mailto:linda.sweet@flinders.edu.au)



## College of Nursing & Health Sciences

### Postgraduate Research Student Maintenance (RSM)

Office use

Research Student Maintenance **contributes** to expenses incurred by Higher Degree by Research Students during the course of their research project. RSM may be used for such items as photocopying, microfilms, slides, tapes, chemicals, field travel for data collection and minor equipment. The allocation may *not* be used for costs associated with thesis production or conference travel. Refer to the RSM Guidelines for full details.

#### PART A: STUDENT DETAILS

Given name	<input type="text"/>	Family name	<input type="text"/>
Student number	<input type="text"/>	FAN	<input type="text"/>
Phone number	<input type="text"/>		
Contact Address	<input type="text"/>		

Please note, students will only be contacted via their Flinders University allocated email address.

#### PART B: ENROLMENT DETAILS

Title of project	<input type="text"/>			
Year commenced	<input type="text"/>	Principal supervisor	<input type="text"/>	
Degree	<input type="radio"/> PhD <input type="radio"/> MSc			
	<input type="radio"/> MClInRehab (research pathway eligible only)			
	<input type="radio"/> MClInEd (research pathway eligible only)			
Proposed enrolment				
Year:	Semester 1:	<input type="radio"/> Full time	<input type="radio"/> Part time	<input type="radio"/> Not enrolled
	Semester 2:	<input type="radio"/> Full time	<input type="radio"/> Part time	<input type="radio"/> Not enrolled

#### PART C: LAPTOP REQUEST

I am in my first year and would like to request a laptop computer       Yes       No

(Note: Procurement and purchasing must be facilitated and managed by the student's supervisor through the College in consultation with [Information Technology Services](#))

#### PART D: AUTHORISATION

Student signature	<input type="text"/>	Date	<input type="text"/>
Principal supervisor signature	<input type="text"/>	Date	<input type="text"/>

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