

## APPLICATION GUIDELINES AND INFORMATION

- **ADMISSION TO RESEARCH HIGHER DEGREE**
- **POSTGRADUATE RESEARCH SCHOLARSHIPS FOR 2010**

### COMPLETING THE APPLICATION FORM

If you are applying for both admission to a research higher degree at Flinders University **and** a postgraduate research scholarship, complete all 5 pages of the *Application Form for Admission to a Research Higher Degree and Postgraduate Research Scholarship*.

If you are currently enrolled in a research higher degree at Flinders University and wish to apply for a postgraduate research scholarship, complete pages 1, 2, 4 and 5 of the *Application Form for Admission to a Research Higher Degree and Postgraduate Research Scholarship*.

*Applicants for the PhD (Clinical Psychology) must complete a separate application for admission form available from the Faculty of Social Sciences - see contact details at the end of this document.*

The application form and related information can be downloaded from the University's scholarships website at: <http://www.flinders.edu.au/scholarships-system/forms/hdrs Scholarships.cfm> Please read the instructions on the application form carefully before completing the form.

All correspondence regarding your application will be sent to the address you provide on the application form. If you will not be at this address in December/January, please provide the Higher Degree Administration and Scholarships Office with an alternate address for the period of absence.

Applicants must attach original or certified copies of academic transcripts for all studies attempted, except for studies undertaken at Flinders University. The Higher Degree Administration and Scholarships Office will attach a Flinders University academic transcript to applications from students who have undertaken studies at Flinders University. In addition, a *Publication Details* form must be completed for each publication or other work submitted in support of the application. Scholarship applicants may also be required to forward an *Academic Referee's Confidential Report* form to the nominated referee(s) – see the application for detailed instructions.

To be eligible for a postgraduate research scholarship, applicants must have their candidature accepted in the area in which they propose to undertake their studies. Applicants who have not already commenced the degree for which they are seeking a scholarship, must apply for admission to research higher degree candidature. For further information about admission to candidature see page 2 of this document or contact the relevant faculty administrative officer (*see contact details at the end of this document*). Please ensure that all relevant sections of the application form are completed and all requested documents are submitted with the application form.

For information about the ranking of scholarship applications refer to the *Guidelines for Ranking Applications, Postgraduate Research Scholarships*.

Further information on postgraduate research scholarships, can be obtained from the Higher Degree Administration and Scholarships Office email: [scholarships@flinders.edu.au](mailto:scholarships@flinders.edu.au), ph: (08) 8201 3115, fax: (08) 8201 5175.

**Lodge the original application form with the required attachments PLUS one complete copy of the application and all attachments with**

Higher Degree Administration and Scholarships Office  
Flinders University  
GPO Box 2100  
Adelaide SA 5001

**Applications must be lodged by 5pm 31 October.** [Note that Australian Postgraduate Awards (Industry) and privately funded scholarships have various closing dates and these will be advised at the time of advertisement.]

## **ADMISSION TO A RESEARCH HIGHER DEGREE**

Applications for admission to research higher degree candidature are considered by the relevant faculty. Your application for admission to research higher degree candidature will not be approved (and you will not be eligible to be considered for a postgraduate research scholarship) if the faculty cannot provide appropriate supervision and resources for your proposed research project.

It is vital therefore that you make contact with the Department, School or Unit (AOU) in which you would like to conduct your research, to discuss your proposed research project, and to identify a possible supervisor. Intending research higher degree candidates should consult the Head of the relevant AOU (or the Director of Studies or Postgraduate Coordinator) before lodging a formal application. The AOU Head will be able to provide details of the AOU's research activities and information about the expertise and interests of staff who are qualified and willing to accept research higher degree candidates for supervision.

Your application for admission to research higher degree candidature must include a research proposal. The research proposal should be approximately 500 words in length, and detail the problem, hypothesis or question that you will examine, the methodology or approach that you will use and the anticipated resources required for the research project to be viable. Applicants are strongly advised to prepare their research proposal in consultation with a potential supervisor.

Please note that to be eligible for a postgraduate research scholarship, applicants must have been granted admission to research higher degree candidature.

The information about research expertise at Flinders University at <http://www.flinders.edu.au/research/our-research/research-expertise.cfm> may provide assistance in identifying a potential supervisor. Telephone and e-mail details for Flinders University staff can also be accessed from the web.

## **ENTRY REQUIREMENTS**

Admission to a research higher degree program is normally restricted to applicants holding an Honours Class 1 or 2A degree or equivalent. For admission to the PhD program other qualifications may be considered by the faculty and may include an undergraduate medical degree with minimum credit average, a Masters degree by coursework with an average grade of distinction or better, or a Masters degree by research.

Applications are considered according to the admission procedures of the relevant faculty and admission to candidature is not guaranteed. Applicants with an Honours 2A seeking admission to the PhD degree may be advised that it may be in their best interests to initially enrol in a Masters degree.

## **ADMISSION APPLICATION OUTCOME**

The faculty will advise you of the outcome of your application for admission to a research higher degree. If you receive an offer of admission to candidature you will need to advise the faculty by the date stipulated whether you accept the offer. Instructions for completing the enrolment process will be sent by the faculty as soon as you accept your offer. Commencing research higher degree candidates are permitted to enrol at any time during the academic year, however it is preferable that enrolment procedures are completed by 31 March. Please note that admission to candidature does not guarantee the award of a scholarship.

## POSTGRADUATE RESEARCH SCHOLARSHIPS

Postgraduate research scholarships are awarded on the basis of academic merit and research potential to enable suitably qualified applicants to undertake full-time study towards a research higher degree (Masters degree by research or Doctorate by research).

The postgraduate research scholarships pay a stipend (living allowance) which is tax-free for full-time study. Under present guidelines, postgraduate research scholarship holders enrolled in a research higher degree will be allocated a Research Training Scheme place, which provides an exemption from tuition fees.

Postgraduate research scholarships are tenable at Flinders University for up to three years for a Doctorate by research, or up to two years for a Masters degree by research, subject to satisfactory progress. Periods of study already undertaken towards the degree will be deducted from the maximum period of scholarship tenure. For some scholarships a six-month extension may be granted to Doctorate by research students. Masters by research students are not eligible for an extension.

Scholarship holders are entitled to paid recreation and sick leave each year, and in some cases, paid maternity leave. Successful applicants who move to Adelaide from interstate or overseas may be eligible to claim an allowance for travel expenses and removal costs (relocation allowance).

### ELIGIBILITY

Applicants must:

- be an Australian citizen or a New Zealand citizen or an Australian permanent resident at the closing date for applications; and have completed at least four years of tertiary education studies at a high level of achievement;
- have completed a Bachelor degree with Second Class (Division A) Honours or above, or an equivalent level of academic attainment. Qualifications which may be considered equivalent include: Masters degree by research; Masters degree by coursework (which includes a substantial research component); BMBS degree (or equivalent) with evidence of exceptional research potential as demonstrated by successful completion of the Part I exam for fellowship of a professional medical college (eg FRACP, FRACS) and initiation of a research project in Part II of this assessment. Refer to the *Guidelines for Ranking Applications, Postgraduate Research Scholarship* for more information.
- be enrolling as full-time students. A part-time scholarship may be offered only in exceptional circumstances. Such circumstances may include significant caring commitments, a disability or medical condition, which preclude full-time study. Part-time awards are not available for applicants seeking to undertake paid employment on a full-time or substantial part-time basis; and
- be commencing or continuing a Masters degree by research or Doctorate by research; and
- have had their candidature accepted in the area in which they propose to undertake their studies.

Scholarships will not be available to those who:

- are receiving another equivalent award, scholarship or salary to undertake the research higher degree;
- hold a Doctorate by research degree or equivalent research qualification, or hold a Masters by research degree or equivalent research qualification and are seeking to undertake a Masters by research program.

Additional eligibility criteria apply to some of the awards offered. Full details about postgraduate research scholarships and their Conditions of Award are available at <http://www.flinders.edu.au/scholarships/>

### SELECTION CRITERIA

Scholarships are awarded on the basis of academic merit and research potential. Applications for the following scholarships are ranked according to the *Guidelines for Ranking Applications, Postgraduate Research Scholarship*:

- Australian Postgraduate Award (APA)
- Flinders University Research Scholarship (FURS)
- Faculty of Science and Engineering Research Award (FSERA)
- Professor Lowitja O'Donoghue Indigenous Student Postgraduate Research Scholarship
- AJ & IM Naylor PhD Scholarship
- Advanced Community Care Scholarship
- RA Simpson PhD Scholarship in Science

- South Australian Department of Health Research Award
- Ferry Scholarship
- Joyner Scholarships in Law and Science
- The Cancer Council South Australia PhD Scholarship

The award of postgraduate research scholarships is highly competitive and in recent years successful applicants have held first class Honours degrees or equivalent qualifications. The proposed area of research or having applied to another institution does not affect the applicant's ranking on the order of merit list.

## SCHOLARSHIPS OFFERED

Flinders University offers the following postgraduate research scholarships. Generally, you do not need to specify which of the following scholarships you wish to be considered for - you will automatically be considered for any scholarship for which you meet the eligibility criteria.

### **Australian Postgraduate Award (APA)**

Australian Postgraduate Awards pay an indexed stipend of approximately \$20,500 pa tax-free for full-time study. This award will not be available to students who have previously held an APA, an APA(I) or an Australian Government-funded postgraduate research award unless it was terminated within six months of the commencement of benefits. Holders of a Flinders University Research Scholarship (FURS) will not be considered for the award of an Australian Postgraduate Award to **continue** study in the degree for which the FURS is held.

### **Flinders University Research Scholarship (FURS)**

These scholarships pay an indexed stipend of approximately \$20,500 pa tax-free for full-time study.

### **Faculty of Science and Engineering Research Award (FSERA)**

This award is available to applicants who will commence or are continuing a Masters degree by research or Doctorate by research in the Faculty of Science and Engineering. This award pays an indexed stipend of approximately \$20,000 pa tax-free for full-time study. Faculty of Science and Engineering Research Awards may be offered to the highest-ranked eligible postgraduate research scholarship applicants who do not obtain an Australian Postgraduate Award or Flinders University Research Scholarship.

### **Professor Lowitja O'Donoghue Indigenous Student Postgraduate Research Scholarship**

To be eligible for the award of the Professor Lowitja O'Donoghue Indigenous Student Postgraduate Research Scholarship, applicants must:

- be of Australian Aboriginal or Torres Strait Islander descent; and
- identify as an Australian Aboriginal or Torres Strait Islander; and
- be accepted as an Australian Aboriginal or Torres Strait Islander by the community in which he or she lives or has lived.

The scholarship pays an indexed stipend of approximately \$26,700 pa tax-free for full-time study.

### **AJ & IM Naylor PhD Scholarship**

This scholarship is available to applicants who will commence a research project relevant to agriculture, particularly in the areas of biodiversity and conservation, biotechnology, environmental health, environmental protection and inland aquaculture, leading to a PhD. The scholarship pays an indexed stipend of approximately \$26,600 pa tax-free for full-time study.

### **Advanced Community Care Scholarship**

This scholarship is available to applicants undertaking a research project in the area of coordinating community services to provide safe alternatives to unnecessary hospitalisation, improving the health outcomes of people through developing and implementing health delivery models whereby community organisations are capable of providing an extended range of care services in the home or community setting. The Scholarship will only be available to applicants who:

- are Australian citizens or permanent residents of Australia at the closing date for applications; and
- are enrolling as full-time students; and
- will commence a Doctorate by research in the Faculty of Health Sciences in the year of the award.

This scholarship pays an indexed stipend of approximately \$20,500 pa tax-free for full-time study.

### **RA Simpson PhD Scholarship in Science**

To be eligible for the award of the RA Simpson PhD Scholarship in Science, applicants must:

- be Australian citizens or permanent residents of Australia at the closing date for applications; and
- have completed a bachelor degree of Flinders University with First Class Honours; and

- be enrolled or enrolling as a full-time student in a PhD in the Faculty of Science and Engineering.

The scholarship pays an indexed stipend of approximately \$26,700 pa tax-free for full-time study.

### **South Australian Department of Health Research Award**

The South Australian Department of Health Research Award has been established to encourage research relevant to the health of South Australians, the South Australian health system, or the health related targets in South Australia's Strategic Plan. This award will only be available to applicants who:

- are Australian citizens or permanent residents of Australia at the closing date for applications; and
- are enrolling as full-time students; and
- will commence a Doctorate by research in the Faculty of Health Sciences in the year of the award.

This award pays an indexed stipend of approximately \$20,500 pa tax-free for full-time study.

### **Ferry Scholarship**

The Ferry Scholarship is funded by a bequest from the late Cedric Arnold Seth Ferry, for the purpose of promoting study and research into the scientific fields of chemistry and/or physics. This award will only be available to applicants who:

- are Australian citizens under 25 years of age at 1 January of the commencing year of the award; and
- are enrolling as full-time students; and
- will commence or are continuing a Masters degree by research or Doctorate in chemistry or physics; and
- are able to demonstrate financial need.

The University normally recommends that this award be offered to the highest-ranked eligible postgraduate research scholarship recipient. The granting body considers the nominated applicant relative to highly ranked postgraduate research scholarship applicants from the University of Adelaide and the University of South Australia. The Ferry Scholarship pays a tax-free stipend of approximately \$26,700 pa tax-free for full-time study.

### **Joyner Scholarships in Law and in Science**

The Joyner Scholarships in Law and in Science have been established to encourage postgraduate and other advanced research of original or progressive nature leading to advancement of knowledge in any branch or aspect of law or science. This award will only be available to applicants who:

- are Australian citizens or permanent residents of Australia at the closing date for applications; and
- are enrolling as full-time students; and
- will commence a Masters degree by research, or Doctorate by research in the year of the award.

The highest ranked postgraduate research scholarship applicants intending to undertake research higher degree study in law and science at Flinders University are generally nominated for the Joyner Scholarships. These applicants compete with highly ranked postgraduate research scholarship applicants from the University of Adelaide and the University of South Australia for one scholarship each in law and science. The scholarships pay an indexed stipend that is 10% above the Australian Postgraduate Award rate for law and science students.

### **The Cancer Council South Australia PhD Scholarship**

The Cancer Council South Australia PhD Scholarship has been established to encourage research relevant to cancer control. This award will only be available to applicants who:

- are enrolling as full-time students; and
- will commence a Doctorate by research in the year of the award.

The University normally recommends that this award be offered to the highest-ranked eligible postgraduate research scholarship applicant. The granting body considers the nominated applicant relative to highly ranked postgraduate research scholarship applicants from the University of Adelaide and the University of South Australia. This award pays an indexed stipend of approximately \$20,500 pa tax-free for full-time study.

### **Australian Postgraduate Award (Industry) (APA(I))**

A separate application must be completed for an Australian Postgraduate Awards (Industry). Australian Postgraduate Awards (Industry) were established by the Australian Government to foster links between university research and industry. APA(I)s are awarded to postgraduate research students to enable them to undertake a research project in a specific area, in collaboration with an industry partner. Applicants for APA(I)s may be invited to an interview as part of the selection process. APA(I)s pay an indexed stipend of approximately \$26,700 pa tax-free for full-time study. APA(I)s will not be available to students who have held an Australian Government-funded postgraduate research award previously unless it was terminated within six months of it being awarded.

## SCHOLARSHIP APPLICATION OUTCOME

The Higher Degree Administration and Scholarships Office will advise you of the outcome of your scholarship application. The selection process for most postgraduate research scholarships is usually finalised in mid December and first round offers are made before Christmas. If you are on the reserve list or if you have been unsuccessful you will be notified in January.

Successful applicants are required to advise the Higher Degree Administration and Scholarships Office whether they accept or decline the scholarship by the date stipulated in their offer letter. Note that scholarship payments cannot commence until enrolment has been completed.

## PROBLEM RESOLUTION AND RIGHT OF APPEAL

If an applicant considers that his or her application has been incorrectly assessed, he or she should first approach the Higher Degree Administration and Scholarships Office on the matter. Flinders University has, and will advise students of, appropriate appeal mechanisms for the resolution of any disputes that might arise during a student's candidature.

## CONTACT INFORMATION

If you have any queries about applying for a **scholarship**, please contact the Higher Degree Administration and Scholarships Office by email [scholarships@flinders.edu.au](mailto:scholarships@flinders.edu.au), phone (08) 8201 3115 or fax (08) 8201 5175.

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| <b>Postal address:</b><br>Higher Degree Administration and Scholarships Office<br>Flinders University<br>GPO Box 2100<br>ADELAIDE SA 5001 | <b>Physical address:</b><br>Higher Degree Administration and Scholarships Office<br>Room B16,<br>Registry Annexe,<br>Flinders University |
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Queries regarding your application for **admission** to research higher degree candidature should be directed to the relevant faculty administrative officer:

### Faculty of Education, Humanities, Law and Theology

Ms Karen Jacobs

Telephone: (08) 8201 3590

Email: [karen.jacobs@flinders.edu.au](mailto:karen.jacobs@flinders.edu.au)

### Faculty of Health Sciences

Ms Patricia Berry

Telephone: (08) 8201 5470

Email: [patricia.berry@flinders.edu.au](mailto:patricia.berry@flinders.edu.au)

### Faculty of Science and Engineering

Administrative Officer (Academic)

Telephone: (08) 8201 2515

Email: [jennie.brand@flinders.edu.au](mailto:jennie.brand@flinders.edu.au)

### Faculty of Social Sciences

Administrative Officer (Academic)

Telephone: (08) 8201 2160

Email: [ssadminpg@flinders.edu.au](mailto:ssadminpg@flinders.edu.au)

Queries regarding admission to the PhD (Clinical Psychology), including requests for application forms for admission to this course should be directed to the Faculty of Social Sciences (contact details above).



The information in these guidelines was correct at the time of preparation (August 2009).