

QUT Master of Philosophy Development Scholarships 2020 Student Rules

1. BACKGROUND

MPhil Development scholarships can be awarded to qualified applicants undertaking a Master of Philosophy at QUT from identified targeted countries. MPhil Development scholarships are provided to assist with general living costs. Awardees will also be granted a QUT HDR Tuition Fee Sponsorship (which also includes single OSHC).

The following Rules are based on the Australian Government's *Commonwealth Scholarships Guidelines (Research) 2017* (<https://www.legislation.gov.au/Details/F2016L01602>) and adapted to comply with QUT's [Master of Philosophy Regulations](#) and [Higher Degree research candidate policy](#).

2. STUDENT ELIGIBILITY REQUIREMENTS

2.1 Basic Eligibility Requirements

To be eligible for a MPhil Development scholarship, a student must:

- a) have met QUT and Faculty admission criteria together with other specific scholarship criteria;
- b) be a new commencing international student (from the listed identified targeted countries) undertaking a Master of Philosophy;
- c) be enrolled as a full time student (this scholarship is not available for part-time study);
- d) normally be deemed as an internal student, consistent with the scholarship rule definition*;
- e) be able to demonstrate:
 - satisfactory progress,
 - ability to meet agreed milestones to the university's satisfaction, and
 - lodgement for examination within expected time, where no research delays beyond control are experienced;
- f) not hold a Research Doctorate or a Research Masters degree or equivalent; and
- g) not be receiving income from another source to support that student's general living costs while undertaking their course of study if that income is greater than 75% of that student's RTP Stipend (Domestic) rate. Income unrelated to the student's course of study or income received for the student's course of study but not for the purposes of supporting general living costs is not to be taken into account.

* For the purpose of these scholarship rules, the HDR student definition of attendance mode is:

Internal: where instruction or supervision in all coursework and thesis units in which the student is enrolled is delivered by attendance at a place designated by the Registrar as a campus of the university; or

External: in accordance with the Australian Government ESOS Act [Information for students]:

<https://internationaleducation.gov.au/Regulatory-Information/Pages/Regulatoryinformation.aspx#Information>

3. APPLICATION, SELECTION AND OFFER PROCESSES AND POLICIES

3.1 Applications

- 3.1.1 QUT conducts a competitive application process for awarding MPhil Development scholarship.
- 3.1.2 Applications for MPhil Development scholarships must be submitted in the form approved and by the date determined by QUT.
- 3.1.3 QUT will include the following statement on the application form, immediately prior to the applicant's signature block: "Giving false or misleading information is a serious offence under the Criminal Code (Commonwealth)".

3.2 Selection Policy

QUT maintains a scholarship selection policy which accords with these Rules and the fairness requirements in Subdivision 19-D of Part 2-1 of the *Higher Education Support Act 2003*. QUT selects students for a MPhil Development Scholarship in accordance with the policy.

3.3 Offer Process

- 3.3.1 QUT will only offer a student an MPhil Development scholarship as a result of an application lodged as part of a competitive application process; or
- 3.3.2 QUT will offer a MPhil Development scholarship to a student in writing and advise the student in writing of the assistance to which they are entitled and the conditions of the MPhil Development scholarship.

3.4 Payments to Students

- 3.4.1 Each year, QUT will pay each student the full value of their MPhil Development scholarship stipend unless that student has commenced late or suspended their MPhil Development scholarship or the MPhil Development scholarship has been terminated. Where a student is not enrolled over the full period of the year, because of a late commencement or periods of suspension, QUT will pay at least the proportion of the annual stipend for the period in which study is undertaken for that year.
- 3.4.2 QUT will make fortnightly payments to students in respect of their annual stipend. Payments must be made directly to students. To avoid doubt, payment into an account in the student's name with an Australian ADI (as defined in the *Corporations Act 2001*) is considered to be a payment directly to the student.

3.5 Value of Scholarships and Indexation Arrangements

- 3.5.1 The 2020 MPhil Development scholarship stipend rates are listed in [Appendix 1](#).

3.6 Duration of a QUT MPhil Scholarship

- 3.6.1 The duration of a full-time MPhil Development scholarship is 1.5 years for a student undertaking a Master of Philosophy studies. The duration of a MPhil Development scholarship will be reduced by any periods of study undertaken:
 - (a) towards the degree prior to the commencement of the MPhil Development scholarship; or
 - (b) towards the degree during suspension of the MPhil Development Scholarship.
- 3.6.2 The duration of a MPhil Development scholarship will be increased by any periods of paid sick or maternity leave approved by QUT.

3.7 Extension of a MPhil Development scholarship

- 3.7.1 There is provision for up to a 6 month extension to the duration of a MPhil Development scholarship provided the student is making satisfactory progress and the grounds for the extension relate to the study and are beyond the control of the student.
- 3.7.2 An application to extend the period of tenure of the scholarship should be submitted using the appropriate QUT form within three months of the end of the scholarship. Any delays must be highlighted in the Annual Progress Reports. The student's Faculty will fund 50% of any approved scholarship extension.

4. CONDITIONS OF SCHOLARSHIP

4.1 Ongoing Eligibility

- 4.1.1 QUT monitors students' ongoing eligibility through degree milestones to ensure that each student continues to meet the eligibility requirements set out in paragraph 2.1 of these Rules.
- 4.1.2 MPhil Development scholarship recipients are required to notify the Graduate Research Centre as soon as possible of any change in circumstances which may affect eligibility to continue to receive any Scholarship Entitlements.
- 4.1.3 Where a MPhil Development scholarship recipient is unsuccessful in responding to a call to Show cause why their candidature not be terminated the MPhil Development scholarship payments will be stopped. Should a future appeal lead to reinstatement of candidature, any outstanding payments will be made retrospectively.

4.2 Suspensions of a MPhil Development Scholarship

- 4.2.1 Students may apply to QUT for a suspension of their MPhil Development scholarship. The approval of a suspension will be at the discretion of QUT. (In respect of a scholarship, a *suspension* means a period of time during which a scholarship holder is not receiving scholarship payments.)
- 4.2.2 Any periods of study undertaken during a suspension will be deducted from the maximum period of tenure of the MPhil Development scholarship.
- 4.2.3 If prior approval of a suspension is not obtained, the student shall be deemed to be absent without permission and the MPhil Development scholarship shall terminate.
- 4.2.4 If the student does not resume study at the conclusion of a period of suspension, or does not make arrangements to extend that period of suspension, the award will terminate.

4.3 Transfer to another Higher Education Provider (HEP)

MPhil Development scholarships are only for study at QUT and cannot be transferred to any other HEP.

4.4 Conversion of Degrees

- 4.4.1 Students may not convert from one QUT research degree to another

4.5 Leave Entitlements

- 4.5.1 Students are entitled to receive up to 20 working days' paid recreation leave and 10 working days' paid sick leave for each year of the MPhil Development scholarship. These leave entitlements may be accrued over the life of the MPhil Development Scholarship but will be forfeited when the MPhil Development scholarship is terminated. Any leave for 20 working days or less can be taken at any time within the term of the award by agreement with the supervisor. Milestone dates will not be adjusted and satisfactory progress must be maintained.

- 4.5.2 Sick leave entitlements may also be used to cover leave for students with family caring responsibilities. For students who have completed 12 months or more of candidature funded by a MPhil Development scholarship, leave can also be taken when a partner gives birth to a child or at the time of adoption, normally for up to 10 days.
- 4.5.3 Students are entitled to receive additional paid sick leave of up to a total of 12 weeks during the duration of the MPhil Development scholarship for periods of illness where the student has insufficient sick leave entitlements available under paragraph 4.5.1, provided that a medical certificate has been provided by the student to QUT.
- 4.5.4 Students who have completed 12 months of their MPhil Development scholarship are entitled to a maximum of 12 weeks paid maternity leave during the duration of the MPhil Development scholarship. Subject to the usual practice of QUT, paid leave may also be approved if the student has adopted/fostered a child for whom they are the primary carer.
- 4.5.5 Students who are partners of women giving birth during an MPhil Development scholarship and who have completed 12 months of their MPhil Development scholarship may be entitled to a period of paid parenting leave (up to 10 working days) at the time of the birth or adoption, subject to the usual practice of QUT. Milestone dates will not be adjusted and satisfactory progress must be maintained.
- 4.5.6 Leave of taken in accordance with the entitlements available under 4.5.1 and 4.5.5, will not be grounds for an extension of scholarship. All leave must be managed so that it has no adverse impact on the satisfactory completion of your research milestones. If this will not be the case, then please apply for unpaid leave of absence and suspension of your scholarship using the Leave of Absence form.
- 4.5.7 Students may apply to RDC for leave of absence from their degree and suspension of the MPhil Development scholarship for a total of up to twelve months full-time equivalent. The Research Degrees Committee must approve any periods of leave greater than 20 working days.
- 4.5.8 MPhil Development scholarship recipients must apply for leave 4 weeks before the leave of absence occurs to ensure scholarship payments are suspended in a timely manner or the correct paid leave entitlements are applied to the duration of the recipient's leave.

4.6 Work

- 4.6.1 A full time student in receipt of a MPhil Development scholarship is required to commit to their course of study not less than 40 hours per week, during the normal working week. With the approval of the supervisory panel and Head of School in which the course of study is being undertaken (following the advice of the principal supervisor), the student may engage in a limited amount of part-time employment provided that such employment does not interfere with the course of study. Students, therefore, are allowed to undertake between 8 to 10 hours during the normal working week. Also refer to 4.6.4 below regarding income for part-time employment.
- 4.6.2 The supervisory panel will report on the amount of part-time employment during the normal working week in the Annual Progress Report.
- 4.6.3 There is no limit on how much income an award holder can receive from part-time work which is not related to the research topic (in line with the recommended hours of part-time employment in 4.6.2 above).
- 4.6.4 QUT reserves the right to terminate the award of any recipient whose progress, as a result of additional work undertaken, is not satisfactory.
- 4.6.5 QUT will not approve a student undertaking work unless it is satisfied that the work will not interfere with the student's study for their HDR.
- 4.6.6 Work commitments cannot be accepted as grounds for an extension of the duration of the MPhil Development Scholarship.

4.7 Termination of a MPhil Development Scholarship

- 4.7.1 QUT must terminate a MPhil Development scholarship:

- (a) if the student ceases to meet the eligibility criteria specified in paragraph 2.1 of these Rules, other than during a period in which the MPhil Development scholarship has been suspended or during a period of leave in accordance with paragraph 4.5 of these Rules; or
- (b) when the student ceases to be a full-time student; or
- (c) when the student completes the course of study (lodges for examination); or
- (d) if QUT determines that:
 - (i) the course of study is not being carried out with competence and diligence or in accordance with the offer of the MPhil Development scholarship; or
 - (ii) the student has failed to maintain satisfactory academic progress; or
 - (iii) the student has committed serious misconduct, including, but not limited to the provision of false or misleading information in terms of paragraph 4.8.

4.7.2 If a MPhil Development scholarship is terminated, it cannot be re-activated unless the termination occurred in error.

4.8 Provision of False or Misleading Information

If QUT knows or has reason to believe that a student in receipt of a MPhil Development scholarship has provided false or misleading information to QUT in relation to the MPhil Development scholarship, QUT will immediately re-assess the student's entitlement to the MPhil Development scholarship.

4. MISCELLANEOUS

5.1 Supervision and Facilities

QUT must:

- (a) ensure that adequate facilities and appropriate supervision are available for each student undertaking a HDR; and
- (b) establish, make publicly available, and abide by, a code of supervisory practice for students undertaking a HDR.

5.2 Overpayment of a scholarship

If, in the opinion of QUT, a student has been overpaid any part of a MPhil Development scholarship entitlement (either through the failure of the student to comply with these Rules or for any other reason), the student will be required repay the full amount of the overpayment, without deduction within thirty days of being requested to do so by QUT.

5.3 Appeals

Students have the right to request a review of the decisions made by QUT in relation to their scholarship application outcome. In the event of a dispute arising, the student should first approach his or her supervisor/faculty who will then direct the student through the appropriate channels within QUT. Any formal appeals can only be heard through the QUT Appeals Committee.

5.4 Contact

MPhil Development scholarships are administered by QUT's Graduate Research Centre:

**Senior HDR Operations Officer
(Scholarships)**
Graduate Research Centre
Level 4, 88 Musk Avenue
Kelvin Grove QLD 4059
Tel: +61 7 3138 7693 or +61 7 3138 2932
Email: research.scholarships@qut.edu.au

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www.qut.edu.au/research/scholarships-and-funding

Approval & modification history

DATE	AUTHORITY	DETAILS
5 November 2019	Chair, QUT Research Degree Committee	Reviewed changes approved
3 September 2018	Chair, QUT Research Degrees Committee	New Rules approved

Responsible Officer: Coordinator (Research Admission and Scholarships), Graduate Research Centre

Appendix 1: Value of Awards

MPhil Development Scholarship stipend rates are determined by the Commonwealth Government and are indexed annually.

Year	Full-Time Rate <i>(per annum)</i>	Full-Time Rate <i>(fortnightly)</i>	Part-Time Rate <i>(per annum)</i>	Part-Time Rate <i>(fortnightly)</i>
2020	\$28,092	\$1076.76	\$14,046	\$538.38
2019	\$27,596	\$1057.75	\$13,798	\$528.87
2018	\$27,082	\$1038.04	\$13,541	\$519.02