

## Australian Government Research Training Program Fees Offset (International) [RTPFOI] 2020 QUT Rules

### 1. BACKGROUND

The RTPFOI scheme was established to maintain and develop international research linkages and specifically aims to attract top quality international postgraduate students to areas of research strength in the Australian higher education sector and support Australia's research effort.

The following Rules are based on the [Australian Government's Commonwealth Scholarship Guidelines \(Research\) 2017](#) and adapted to comply with QUT's [Doctor of Philosophy Regulations](#) and [Higher degree research candidate policy](#).

### 2. STUDENT ELIGIBILITY REQUIREMENTS

#### 2.1 Basic Eligibility Requirements

To be eligible for a RTP Fees Offset (International) a student must not be receiving an equivalent award or scholarship from the Commonwealth or other provider designed to offset HDR fees.

### 3. APPLICATION, SELECTION AND OFFER PROCESS AND POLICIES

QUT is responsible for the RTPFOI application, selection and offer processes and must make information about the processes, policies and conditions of scholarship readily and publicly available.

#### 3.1 Applications

3.1.1 QUT will conduct a competitive application process for awarding RTPFOI.

3.1.2 Applications for RTPFOI must be submitted in the form approved 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 an RTPFOI selection policy which is publicly available and which accords with these Rules and the fairness requirements in Subdivision 19-D of Part 2-1 of *the Act*. QUT selects students for an RTPFOI in accordance with the policy.

#### 3.3 Offer Process

3.3.1 QUT will offer as many RTPFOI as it can support through its RTPFOI grant, taking into account:

- (a) any rollover of grant amounts made in accordance with section 46-35 of *the Act*; and

- (b) liabilities arising from extensions and *suspensions* of RTPFOI approved by QUT, and accepting students transferring from another Higher Education Provider (HEP) as specified in paragraph 5.3.
- 3.3.2 QUT is responsible for managing any liabilities arising under paragraph 3.3.1(b) and the Australian Government will not reimburse any over-expenditure on that account.
- 3.3.3 QUT may only offer an RTPFOI as a result of:
- (a) an application lodged as part of a competitive application process; or
  - (b) QUT agreeing to continue an RTPFOI for a student who is already in receipt of an RTPFOI and:
    - (i) is transferring from another HEP under paragraph 5.3 of these Rules; or
    - (ii) is converting their degree under paragraph 4.5 of these Rules; or
    - (iii) has completed a Master of Philosophy and is immediately proceeding to a Research Doctorate in a related field.
- 3.3.4 QUT must offer a scholarship to a student in writing and advise the student in writing of the benefits to which they are entitled and the conditions of the scholarship. Where QUT does not include the cost of any other compulsory fees in the cost of the course of study, the letter of offer must state that the prospective student will be responsible for the payment of these compulsory fees, unless QUT chooses to cover those fees for the student.

## 4. PAYMENTS TO STUDENTS

QUT must use RTPFOI grant amounts only on the making of RTPFOI payments in respect of students awarded an RTPFOI.

### 4.1 Value of Scholarship

The maximum value of an RTPFOI in a year is equal to:

- (a) the estimated annual course cost, as determined by QUT in accordance with Chapter 6 of the Higher Education Provider Guidelines (Fees in respect of overseas students); plus
- (b) the cost of a standard Overseas Student Health Cover policy approved by the Australian Government and which covers the student but not their spouse and dependants (if any) for the period of the RTPFOI.

### 4.2 Non-commencements and Withdrawals

4.2.1 QUT may apply its usual policies concerning:

- (a) the non-refundability of course costs for students who withdraw after commencing study; and
- (b) administrative charges for students who do not commence their study after having received an offer of place.

4.2.2 QUT may use RTPFOI grant amounts to:

- (a) discharge course costs, where the course fee is not refundable to a withdrawing student; or
- (b) pay administrative charges for a student who does not commence their study after receiving an offer of a place.

### 4.3 Duration of an RTPFOI

4.3.1 The duration of an RTPFOI is for a maximum of 4 years for a Research Doctorate degree and 2 years for a Master of Philosophy degree.

4.3.2 The duration of an RTPFOI will be reduced by any periods of study undertaken:

- (a) towards the course of study prior to the commencement of the RTPFOI; and

- (b) during suspension of the RTPFOI.

#### **4.4 Extension of an RTPFOI**

QUT may approve an extension to the duration of an RTPFOI, subject to paragraphs, 5.3 and 5.5.

#### **4.5 Conversion of Degrees**

- 4.5.1 Students may convert from a Master of Philosophy degree to a Research Doctorate degree or from a Research Doctorate degree to a Master of Philosophy degree, and continue to receive their RTPSD.
- 4.5.2 A student who converts from a Master of Philosophy degree may continue to receive their RTPSD for a Research Doctorate degree provided there is no interval between the completion of the Master of Philosophy degree and the commencement of the Research Doctorate degree, or that such an interval is covered by suspension of the RTPSD.
- 4.5.3 The maximum duration of a converted RTPSD becomes that for the new research degree minus periods of study undertaken towards the related degree prior to the conversion.

### **5. CONDITIONS OF SCHOLARSHIP**

#### **5.1 Ongoing Eligibility**

- 5.1.1 QUT monitors students' ongoing eligibility through the Annual Progress Reports and degree milestones to ensure that each student continues to meet the eligibility requirements set out in paragraph 3.1 of these Rules.
- 5.1.2 RTPFOI recipients are required to notify the Research Students Centre as soon as possible of any change in circumstances which may affect eligibility to continue to receive any Scholarship Entitlements.

#### **5.2 Suspension of an RTPFOI**

A student may apply to QUT for a suspension of their RTPFOI. The approval of suspensions will be at the discretion of QUT.

#### **5.3 Transfer to another HEP**

- 5.3.1 If a student, in receipt of an RTPFOI, transfers to another HEP, the scholarship may be transferred with the student in exceptional circumstances only.
- 5.3.2 Students may continue to receive an RTPFOI only if the former HEP supports the student's transfer and the new HEP agrees to continue the RTPFOI.
- 5.3.3 The new HEP must ensure that it receives information from the former HEP on any RTPFOI duration consumed by the student.
- 5.3.4 Change of HEP does not constitute sufficient grounds for a subsequent extension of the RTPFOI.

#### **5.4 Changing from full-time**

International students are required to remain in full-time studies. QUT may not approve a change to part-time.

#### **5.5 Change of Field of Education**

QUT may approve a student's request to change from the research area indicated in the original placement or RTPFOI offer, providing:

- (a) the new research area is one of QUT's areas of research concentration; and
- (b) there will be no extension to the duration of the RTPFOI arising from the change of research area beyond the period of the original placement or RTPFOI offer, including any previously approved extensions. The only exception is where the change of research area results from circumstances relating to the research which are outside the control of the student and QUT.

## 5.6 Work

- 5.6.1 A student with a student visa who is receiving an RTPFOI may undertake work unrelated to their course requirements:
- (a) consistent with the conditions of the student visa; and
  - (b) obtaining the approval of their HEP prior to undertaking such work.
- 5.6.2 QUT may not approve a student undertaking work unless it is satisfied that the work will not interfere with the student's study program. QUT may approve work subject to conditions determined by QUT. Paragraph (6.6.3) does not apply in relation to work that is specified as a course requirement.
- 5.6.3 Work commitments cannot be accepted as grounds for an extension of the duration of the RTPFOI.

## 5.7 Acknowledgement of RTP Scholarship

- 5.7.1 Recipients of RTP Scholarships, their supervisors and any other party who publishes or produces materials such as books, articles, newsletters or other literary or artistic works which relate to the research project carried out by the recipient of the RTP are expected to acknowledge the Commonwealth's contribution.
- 5.7.2 The Commonwealth's contribution should be acknowledged in a prominent place and in an appropriate form. The acknowledgement must include mention of the student's support through an "Australian Government Research Training Program Scholarship".

## 5.8 Termination of an RTPFOI

QUT will terminate an RTPFOI:

- (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 RTPFOI has been suspended; or
- (b) once the maximum duration of the RTPFOI has been reached; or
- (c) on completion of the course of study; or
- (d) if QUT determines that:
  - i. the course of study is not being carried out with competence and diligence; 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 5.9.

## 5.9 Provision of False or Misleading Information

If QUT knows, or has reason to believe, that a student in receipt of an RTPFOI has provided false or misleading information to QUT in relation to the RTPFOI, QUT must immediately:

- (a) re-assess the student's entitlement to the RTPFOI; and
- (b) notify the relevant Australian Government Department of the suspected offence and provide a copy of the student's application and any other relevant information requested.

## 6. MISCELLANEOUS

### 6.1 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.

## 6.2 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.

## 6.3 Contact

RTPFOIs 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](mailto:research.scholarships@qut.edu.au)

Queensland University of Technology  
GPO Box 2434  
Brisbane QLD 4001  
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[www.qut.edu.au/research/scholarships-and-funding](http://www.qut.edu.au/research/scholarships-and-funding)

### Approval & modification history

DATE	AUTHORITY	DETAILS
4 September 2017	Chair, QUT Research Degrees Committee	Reviewed changes approved

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