



## NICTA SCHOLARSHIPS APPLICATION PROCESS

Information relating to NICTA scholarships can be found at [http://www.nicta.com.au/education/scholarships/victoria\\_research\\_lab](http://www.nicta.com.au/education/scholarships/victoria_research_lab)

It would be appreciated if the university could include the above link on its scholarship webpage for easy access for students. Students should be encouraged to apply for a NICTA scholarship at [http://www.nicta.com.au/education/scholarships/victoria\\_research\\_lab](http://www.nicta.com.au/education/scholarships/victoria_research_lab)

If a student is eligible to apply for other government or university funded scholarships (e.g. APA, IPRS) they should apply before completing the NICTA scholarship application.

The procedure for a student applying for a NICTA scholarships is as follows:

- STEP 1** A student applies for PhD candidature at their chosen university or enrolls at their chosen university.
- STEP 2** Student applies for NICTA scholarship on receipt of application number for candidature or a student number at [http://www.nicta.com.au/education/scholarships/victoria\\_research\\_lab](http://www.nicta.com.au/education/scholarships/victoria_research_lab) completing required NICTA scholarship application form and providing copies of academic transcripts.
- STEP 3** Student submits the application online to [vrlschols@lists.nicta.com.au](mailto:vrlschols@lists.nicta.com.au) The application is automatically received by NICTA'S University Liaison Officer.
- STEP 4** A copy of the scholarship application is forwarded by NICTA to the University's nominated scholarships contact, at the student's chosen university.
- STEP 5** The University's nominated scholarship contact forwards the application to the University's Scholarship Committee for consideration following one of the processes below (depending on nominated process in the Heads of Agreement):
- (1) Selection of students for receipt of a NICTA funded scholarship will be made by a Selection Committee consisting of representatives from the enrolling Department or Faculty of the Collaborating University and NICTA, acting in accordance with the selection procedures of the Collaborating University and NICTA .
- OR**
- (2) Nomination of students for receipt of a NICTA funded scholarship will be made by the enrolling Department or Faculty in accordance with the selection procedures of the Collaborating University. Students thus selected will then be recommended to NICTA as being suitable for receipt of a NICTA scholarship, and will be considered for endorsement by a NICTA selection committee.

At this stage the University's nominated scholarships contact will also provide a scholarship score to NICTA'S University Liaison Officer [jan.richardson-brown@nicta.com.au](mailto:jan.richardson-brown@nicta.com.au)

**STEP 6** The University will then notify NICTA's University Liaison Officer of their recommendation for the application who will advise NICTA's Associate Director Education.

**STEP 7** NICTA's University Liaison Officer will notify the University's nominated scholarships contact about recommendations made by NICTA.

NOTE: NICTA can make decisions via email for applications that require a quick decision. Decisions relating to other applications will be made by NICTA on a regular basis.

**STEP 8** The University will send out a letter of offer to a successful student or a letter of rejection to an unsuccessful student once NICTA has made a recommendation on the application. For successful student a 'NICTA Award Conditions' will be included in the letter.

**STEP 9** The University will notify NICTA's University Liaison Officer ([jan.richardson-brown@nicta.com.au](mailto:jan.richardson-brown@nicta.com.au)) when the student has started at the Faculty/Department. At this stage a welcome pack will be sent to University by NICTA's University Liaison Officer for the student.