

# Research Training Program Scholarship Policy

## 1 Purpose

Under the University's Governance Framework this policy is considered a University Guideline.

The purpose of these Guidelines is to provide information about the processes, policies and conditions of Australian Government funded Research Training Program (RTP) Scholarships. Basic information about RTP scholarship conditions can also be found in the [Commonwealth Scholarships Guidelines \(Research\) 2017](#).

## 2 Research Training Program Scholarship Types

Effective 1 January 2017, the Australian Government replaced the Research Training Scheme (RTS), Australian Postgraduate Awards (APA), and International Postgraduate Research Scholarships (IPRS) with a single program, the Research Training Program (RTP).

The RTP provides support to Higher Degree by Research (HDR) students through the following scholarship types:

RTP Fees Offset	paid to individual students by way of satisfaction of their liability for tuition fees
RTP Stipend	to assist students with their living costs while undertaking a HDR
RTP Allowances	to assist students with ancillary costs of a HDR including but not limited to: <ul style="list-style-type: none"> <li>– for overseas students, a standard Overseas Student Health Cover policy approved by the Commonwealth Department of Health and Aged Care and which covers the student and their spouse and dependants (if any);</li> <li>– relocation costs to undertake a HDR; and</li> <li>– HDR thesis printing and academic publication costs.</li> </ul>

## 3 RTP Fees Offset

### 3.1 RTP Fees Offset (Domestic) Eligibility and Selection Criteria

To be eligible for a RTP Fees Offset (Domestic) a student must:

- be a domestic student as defined by the [Higher Education Support Act \(2003\)](#);
- be enrolled in an accredited HDR course of study at Swinburne; and
- not be receiving an equivalent award or scholarship from the Commonwealth designed to offset HDR fees.

Domestic students applying for a place in an accredited Swinburne HDR program will automatically be considered for a RTP Fees Offset (Domestic) scholarship. Information about the application process for a HDR program is located on the [Research Degrees](#) webpage.

### 3.2 RTP Fees Offset (International) Eligibility and Selection Criteria

To be eligible for a RTP Fees Offset (International) a student must:

- be an overseas student as defined by the [Higher Education Support Act \(2003\)](#);
- be enrolled in an accredited HDR course of study at Swinburne;
- not be receiving an equivalent award or scholarship from the Commonwealth designed to offset HDR fees; and
- meet the eligibility requirements detailed in the [RTP Fees Offset \(International\) Conditions of Award](#).

RTP Fees Offset (International) scholarships will be awarded as a result of a competitive selection process approved by the Deputy Vice-Chancellor (Research). More information about the application and selection process for RTP Fees Offset (International) scholarships is located on Swinburne's [scholarships webpage](#).

### 3.3 RTP Fees Offset Period of Support

The period of support for a RTP Fees Offset scholarship is as follows:

- a minimum of three years and up to a maximum of four years at the discretion of Swinburne if the student is undertaking an eligible Research Doctorate at a full-time study load or for a minimum of six years and up to a maximum of eight years at the discretion of Swinburne for a part-time study load; or
- a maximum of two years if the student is undertaking a Research Masters at a full-time study load or a maximum of four years for a part-time study load.

The period of support is calculated from the HDR course of study commencement date. For a student who is transferring their candidature from another institution in order to complete a continuing HDR, the course of study commencement date will be the date they commenced their HDR at their originating University, and the period of RTP Fees Offset support at Swinburne will be reduced by the EFTSL already consumed in the HDR.

The student's period of support will be increased for periods of leave of absence approved by Swinburne in accordance with the requirements and processes outlined in the Research Training Statement of Practice<sup>i</sup>. Any periods of candidature suspension approved by Swinburne do not contribute to the period of support.

The student's period of support will also be adjusted for the following enrolment changes in accordance with the requirements and processes outlined in the Research Training Statement of Practice<sup>i</sup>:

- a change from full time to part time, or part time to full-time enrolment; and
- conversion from a Research Masters to a Research Doctorate degree, or from a Research Doctorate to a Research Masters degree.

## 4 RTP Stipend

### 4.1 RTP Stipend (Domestic) Eligibility and Selection Criteria

To be eligible for a RTP Stipend (Domestic) a student must:

- be a domestic student as defined by the [Higher Education Support Act \(2003\)](#);
- be enrolled in an accredited Research Doctorate at Swinburne;
- not be receiving income from another source to support their general living costs while undertaking their course of study if that income is greater than 75 per cent of that student's RTP Stipend 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; and
- meet the eligibility requirements detailed in the [RTP Stipend Conditions of Award](#).

RTP Stipend (Domestic) scholarships are available for application in a scholarship round(s). Information about the scholarship round and application process is located on Swinburne's [scholarships webpage](#).

### 4.2 RTP Stipend (International) Eligibility and Selection Criteria

To be eligible for a RTP Stipend (International) a student must:

- be an overseas student as defined by the [Higher Education Support Act \(2003\)](#);
- be enrolled in an accredited Research Doctorate at Swinburne;
- not be receiving income from another source to support their general living costs while undertaking their course of study if that income is greater than 75 per cent of that student's RTP Stipend 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; and
- meet the eligibility requirements detailed in the [RTP Stipend Conditions of Award](#).

RTP Stipend (International) scholarships will be awarded as a result of a competitive selection process approved by the Deputy Vice-Chancellor (Research). More information about the application and selection process for RTP Stipend (International) scholarships is located on the University's [scholarships webpage](#).

### 4.3 RTP Stipend Rates

RTP Stipend values are payable at the applicable rate from 1 January to 31 December for the relevant RTP Grant Year.

The full-time RTP Stipend rate for any subsequent year is the same as the RTP Stipend rate for the preceding year, indexed in accordance with the method set out in Part 5-6 of the [Higher Education Support Act \(2003\)](#).

The RTP Stipend rate for the current year is detailed in the [RTP Stipend Conditions of Award](#).

#### 4.4 RTP Stipend Conditions of Award

The [RTP Stipend Conditions of Award](#) provide details of the following:

- application process and eligibility requirements;
- scholarship duration and payment;
- associated RTP allowances;
- leave entitlements and enrolment changes;
- employment commitments;
- scholarship transfer and termination; and
- supervision and facilities.

### 5 RTP Allowances

RTP Allowances may be allocated at Swinburne's discretion to both domestic and international students. Details will be provided in the relevant conditions of award and communicated to students at the point of offer. There is currently no application process.

### 6 Arrangements for Continuing Students

On 1 January 2017 students that held RTS, APA and IPRS scholarships were transferred to an RTP Scholarship that provides at least equivalent support to that provided, or that would have been provided, through previous Australian Government programs.

Table 1 summarises the RTP arrangements for continuing students.

<b>Table 1: RTP Arrangements for Continuing Students</b>		
<b>Current scholarship / fee offset</b>	<b>New scholarship / fee offset</b>	<b>Award type</b>
Research Training Scheme (RTS)	Research Training Program (RTP) Fees Offset (Domestic) Scholarship	Tuition Fees
Australian Postgraduate Award (APA)	Research Training Program (RTP) Stipend Scholarship	Stipend
International Postgraduate Research Scholarships (IPRS)	Research Training Program (RTP) Fees Offset (International) Scholarship Research Training Program (RTP) Allowance	Tuition Fees OSHC

### 7 Supervision and Facilities

Information about Swinburne's supervision guidelines and accreditation requirements, and access to facilities and resources is detailed in the Research Training Statement of Practice<sup>i</sup>.

### 8 Grievance and Review Procedures

Information about Swinburne's Complaints process and Reviews and Appeals process is located in Section 11 of the Research Training Statement of Practice<sup>i</sup> and on the [University's Complaints, Review and Appeals webpage](#).

## 9 Research Training Activities

Swinburne will continue to aim to make available arrangements for research coursework as well as optional industry placements, research internships, professional practice activities or other similar enrichment activities as part of scholarship holders' HDR experience.

## 10 RTP Acknowledgement

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.

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".

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<sup>i</sup> The Research Training Statement of Practice is available to current HDR students on the Research Intranet <https://www.swinburne.edu.au/intranet/research/higher-degrees/>. Prospective HDR students should contact [HDRscholarships@swin.edu.au](mailto:HDRscholarships@swin.edu.au).