

Research Training Program Scholarships Policy

Section 1 - Summary

(1) This Policy outlines the requirements of Higher Degree by Research (HDR) stipend and fee offset scholarships at Victoria University (VU) funded by the Australian Commonwealth Government Research Training Program (RTP).

Section 2 - Accountability

Accountable/ Responsible Officer	Role
Accountable Officer	Vice-President (Research)
Responsible Officer	Manager, Research Funding

Key Decision-making powers under the Policy (if applicable)

(Delegated) Power	Role
Deputy Directors Research Institutes or Nominee	Consider RTP Fee Offset applications for domestic students (without a stipend scholarship) automatically as part of the scholarship or admission application processes; decide successful applicants.
University Scholarship Ranking Committee	Assess RTP Stipend applications and decide successful applicants. Assess International RTP Fee Offset applications and decide successful applicants.

Section 3 - Scope

(2) This Policy relates to all eligible students applying for or enrolled in HDR programs.

Section 4 - Definitions

(3) Higher Degree by Research (HDR)

Section 5 - Policy Statement

(4) The RTP provides block grants to Higher Education Providers (HEPs) to support the research training of both domestic and international students undertaking HDRs. RTP scholarships are postgraduate research scholarships in accordance with the [Higher Education Support Act 2003](#).

(5) The Research Training Program is made up of the following categories of RTP Scholarship - a form of Research Training Support awarded to a student by VU, from Commonwealth government funds:

- a. RTP Fee Offset - a type of RTP Scholarship to assist with tuition fees that would otherwise be payable by the student.
- b. RTP Stipend - a type of RTP Scholarship to assist eligible students with living costs.
- c. RTP Allowance - a type of RTP Scholarship to assist with ancillary costs incurred by a HDR candidate in undertaking a research degree; including, but not limited to Overseas Student Health Cover, relocation costs, thesis printing and academic publication costs.

Student Eligibility Requirements and Support

(6) RTP scholarships can be one of, or a combination of the support listed at Clause (5) a-c.

(7) VU will provide successful applicants with the support specified for a course of study as outlined in the [Research Training Program Scholarships Procedure](#).

Application, Selection and Offers Processes

(8) RTP Stipend scholarships for eligible students, and RTP Fee Offsets for international students, are awarded through the VU research scholarship round. This is a competitive selection process based on academic merit and is outlined in the [Research Training Program Scholarships Procedure](#).

(9) An RTP scholarship will only be offered to an eligible student as detailed in the [Research Training Program Scholarships Procedure](#).

Supervision and Facilities Provision

(10) Supervision of all HDR students is considered under [Higher Degrees by Research Procedure 7 Supervision](#).

(11) Facilities provisions for all HDR students at VU are described under [Higher Degrees by Research Procedure 5 Researcher Development and Support](#) Part A: Minimum resources and facilities.

Intermission and Paid Leave

(12) Intermission (suspension) for all RTP Scholarship recipients is the same as that for all HDR students at VU. This is covered in the [Higher Degrees by Research Procedure 2 Enrolments](#) Part G: Intermission.

(13) RTP Stipend recipients are entitled to paid recreation leave, paid sick leave, additional paid sick leave, and maternity/parenting leave, as outlined in the RTP and HDR Procedures.

Employment Restrictions

(14) VU limits full time RTP Stipend holders to a maximum of fifteen hours paid employment per week, provided the supervisor is satisfied that the part-time work does not interfere with the candidate's research program.

Provision for Changes in Enrolment

(15) Changes to a student's field of education; transfers between institutions; change in enrolment status and changes to degree type are covered under the [Higher Degrees by Research Procedure 2 Enrolments](#) and [Higher Degrees by Research Procedure 3 Pre-Candidature and Candidature](#).

Termination of an RTP Scholarship

(16) The process for the termination of an RTP scholarship is outlined in the [Research Training Program Scholarships Procedure](#).

Grievance and Review Procedures

(17) All applicants for RTP Scholarships dissatisfied with decision made in relation to their application may appeal (on the grounds of process) under the [Student Appeals Regulations 2014](#).

(18) All recipients of RTP Scholarships are covered by VU's [Student Complaints Policy](#) and the [Student Complaints Procedure](#).

Section 6 - Procedures

(19) [Research Training Program Scholarships Procedure](#)

Section 7 - Guidelines

(20) [Commonwealth Scholarships Guidelines \(Research\) 2017](#)

Status and Details

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Accountable Officer	Andrew Hill Deputy Vice-Chancellor, Research & Impact Andrew.Hill@vu.edu.au
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Glossary Terms and Definitions

"Higher Degree by Research (HDR)" - A Higher Degree by Research (HDR) is a postgraduate award at Master or Doctoral level at AQF 9 or 10 respectively, of which two thirds or more is research and research training. The major part of assessment of these courses must be in the form of reporting the outcomes of a research project/s conducted as the research component of the degree. A HDR may also include a coursework component, which is one or more accredited units of study designed to address and area(s) of content and/or skill development within the HDR program.