

YARRAMUNDI HIGHER DEGREE RESEARCH SCHOLARSHIPS

Important Information

Please read these notes and instructions carefully before completing the Application Form.
Applications Close 28 March 2014

PURPOSE OF THE SCHEME

The Yarramundi Scholarship scheme aims to strengthen and support Indigenous participation in higher degree research at UWS. A number of scholarships are available for candidates seeking admission to higher degree research at either Masters Honours or doctoral level.

INFORMATION INDEX

Application Form	General information, instructions, and the Application Form.
Appendix 1	Two Referee Reports for you to forward to academic referees of your choice.
Appendix 2	Information on presenting documentation.
Appendix 3	Information on where to lodge your application and definition of "certified".

CLOSING DATE

It is extremely important that you provide all information, in the format requested, by the due date. Evidence of postage by the due date is not sufficient. The application and all documentation must be received by 5:00pm on Friday 28 March 2014.

No applications or documentation will be accepted after that time.

Where applicants cannot verify a claim in the requested format it will not be considered.

ADMISSION

This application constitutes your application for both admission to the course and a scholarship. Applicants need to demonstrate prior research experience, either through an appropriate course of study, such as Bachelor Honours, a research masters degree, a postgraduate coursework degree that includes a substantial research component, or a coursework degree and additional research experience or output.

Applicants claiming academic equivalence for admission must present supporting documentation. You should address knowledge of research methodology and the ability to undertake academic writing. You may also present information about specialist knowledge and skills relevant to the area of study.

Any applicants who are hoping to transfer from another university (with or without scholarship) should be aware they may not be able to 'restart' their maximum candidature period at UWS. If you are in this category you should confirm how much time you will be allocated at UWS. New students will be allocated a maximum of four years for doctorates and two years for masters (full time), or the part-time equivalent, in which to complete the degree.

Please refer to the web for full details of the UWS Admission Criteria:
http://www.uws.edu.au/research/future_research_students/apply#Requirements

ELIGIBILITY FOR SCHOLARSHIP

These scholarships are available to Australian citizens, Australian permanent residents, New Zealand Citizens only. Applicants must demonstrate Australian Aboriginal or Torres Strait Islander heritage. International Students are ineligible to apply. Applicants are ineligible for scholarships if they already hold a degree at the same level as the one for which they are applying.

CRITERIA FOR SELECTION

The allocation of scholarships is a competitive process and eligible applicants will initially be ranked according to academic merit.

Other key criteria for assessment will be:

- The quality of the research proposal
- The benefit of the proposed research to the discipline
- An applicant's research expertise and writing skills
- An applicant's approach to ethical issues
- The proposed supervisor's track record in higher degree supervision
- Academic history and background

The assessment of applicants will be undertaken by the UWS Research Studies Committee and a member of the UWS Badanami Centre for Indigenous Education.

PROVISIONS AND CONDITIONS OF THE AWARD

The tenure for doctorates is usually three years, and for research masters two years. The tenure of the award will be reduced by any previous study undertaken toward the degree at any Institution.

Scholarship recipients may be restricted in the amount of paid work they may undertake while receiving the award. Candidates wishing to undertake more than 8 hours paid employment per week must demonstrate that the paid employment will not negatively impact on the satisfactory progression of their studies. Scholarship recipients may not receive another, similar salary or scholarship to undertake their particular research project. Minor top-up allowances are allowed.

Allowances:

Scholarship recipients may be eligible to claim a relocation allowance if they are required to relocate in order to take up their award, and may be eligible to claim a thesis allowance after submission of the thesis.

Part-time awards:

Part-time awards are not exempt from income tax. Candidates wishing to study part-time should seek independent advice about the relevant taxation implications.

Stipend:

These awards provide an indexed, tax-free stipend in 2014 of \$35,392 per annum.

CANDIDATURE SUPPORT

Successful candidates who do not hold a formal research training qualification will undertake a Research Methods unit during their candidature, unless such a unit was completed during prior studies.

COMMENCEMENT

Successful candidates will negotiate an appropriate commencement date with their Supervisor.

YARRAMUNDI HIGHER DEGREE RESEARCH SCHOLARSHIPS APPLICATIONS CLOSE 28 March 2014

TYPE OR PRINT ALL ANSWERS CLEARLY

1 – PERSONAL DETAILS

UWS Student ID (if applicable)

<input type="text"/>	<input type="text"/>	<input type="text"/>
Title	Given Names (underline preferred)	Surname
Address: _____		Daytime Phone: _____
_____		Mobile Phone: _____
_____		Email Address: _____
_____		Date of Birth: _____

2 – COURSE SELECTION DETAILS

I wish to apply for:

Admission and Scholarship Scholarship Only

Attendance pattern:

Full-time Part-time

At course level:

PhD EdD DCR DCA DMed MHons

3 – CITIZENSHIP AND AUSTRALIAN RESIDENCY STATUS

Are you of Australian Aboriginal or Torres Strait Islander origin?

Yes No

If no, you are ineligible to apply for these awards.

Are you a citizen of either Australia or New Zealand?

No Yes

*If yes, you must attach a **CERTIFIED** copy of your Birth/Citizenship Certificate or Passport*

Do you have permanent resident status in Australia?

No Yes

Date you arrived
in Australia

/ /

Date permanent
resident status granted

/ /

Type of
visa*

* You must attach a **CERTIFIED** copy of your Permanent Residency Visa

* You must attach evidence of your Australian Aboriginal or Torres Strait Islander heritage

Required attachments

All applicants must attach certified proof of their residency status, eg. Certified copy of a visa, passport, birth certificate or citizenship papers. All applicants must demonstrate Australian Aboriginal or Torres Strait Islander heritage. Refer to Appendix 2 of the application form for further information.

4 – PROPOSED/CURRENT RESEARCH

You must contact one or more academics to discuss the possibility of supervision before you submit your application. You may be allocated to another academic supervisor in your field, depending on the workload of your nominated supervisor(s).

Required attachment: Prospective applicants must attach a brief research proposal. This document must provide details of the area of proposed research and an outline of the proposed research methodology. Currently enrolled candidates should attach a timeline for completion and details of progress. Although not compulsory, all applicants may also wish to attach a statement addressing the key criteria listed on page 2 of this application form.

Who have you contacted to discuss your proposed research?

Proposed Thesis Title:

5 – ACADEMIC QUALIFICATIONS

Give details of all degrees completed, attempted but not completed, or for which you are currently enrolled. You must attach a **CERTIFIED** copy of your academic records.

It is important to indicate at “Course Type” whether you conducted independent research projects during your postgraduate studies, and what proportion of the whole degree the projects represented.

Students whose courses were all completed overseas must attach evidence that the language of instruction was English or attach an English Language Test Result (IELTS or TOEFL).

UNDERGRADUATE – include present enrolment

Course Title	Institution	Number of years of study	Part-time or full-time	Year Completed

POSTGRADUATE – include present enrolment

Course Title	Course Type	Institution	Number of years of study	Part-time or full-time	Year Completed

Were any of these courses completed or attempted outside of Australia:

Yes No

Course: Language of Instruction:

Did any of the courses listed above contain a research component?

Yes No

Course: Project Title: Word Count:

What percentage of this course was research?

6 – PREVIOUS SCHOLARSHIP SUPPORT

Australian Government awards also include Australian Postgraduate Awards, Australian Postgraduate Awards (Industry) and Endeavour International Postgraduate Research Scholarships.

Have you previously received an Australian Government Award: Yes No

Year Awarded: Tenure of Award (*number of years and months*):

Name of institution that provided this award:

7- REFEREES

You should choose referees who are familiar with your recent academic work or research.

You must complete the appropriate section on the attached referee reports and send them to the people nominated in this section of the application form. The University reserves the right to contact the referees if required.

Give details of two (2) academic referees who are familiar with your recent academic work.

Referee's Details	Referee 1	Referee 2
Name		
Position Held		
Postal Address		
Phone Number		
Email Address		

8 – NATIONAL PRIORITIES

Universities are asked to report to the Australian government on National Priorities.

You are asked to nominate which, if any, of the priorities you believe your thesis will address. Please cross (x) your choice.

This question is for data collection only and will not affect the outcome of your application.

Four national research priorities and their associated priority goals:

An Environmentally Sustainable Australia

- | | |
|--|--|
| <input type="checkbox"/> Water: A critical resource | <input type="checkbox"/> Sustainable use of Australia's biodiversity |
| <input type="checkbox"/> Transforming existing industries | <input type="checkbox"/> Developing deep earth resources |
| <input type="checkbox"/> Overcoming soil loss, salinity & acidity | <input type="checkbox"/> Responding to climate change & variability |
| <input type="checkbox"/> Reducing & capturing emissions in transport & energy generation | |

Promoting and Maintaining Good Health

- | | |
|---|---|
| <input type="checkbox"/> A healthy start to life | <input type="checkbox"/> Preventative healthcare |
| <input type="checkbox"/> Ageing well, ageing productively | <input type="checkbox"/> Strengthening Australia's social & economic fabric |

Frontier Technologies for Building and Transforming Australian Industries

- | | |
|--|--|
| <input type="checkbox"/> Breakthrough science | <input type="checkbox"/> Smart information use |
| <input type="checkbox"/> Frontier technologies | <input type="checkbox"/> Promoting an innovation culture & economy |
| <input type="checkbox"/> Advanced materials | |

Safeguarding Australia

- | | |
|---|---|
| <input type="checkbox"/> Critical infrastructure | <input type="checkbox"/> Protecting Australia from invasive disease & pests |
| <input type="checkbox"/> Understanding our region & the world | |

DECLARATION AND SIGNATURE

I declare that I have read the instructions at the beginning of this form as well as the appendices, and declare that all the information submitted is true and complete.

I authorise the University to obtain available official records from any educational institution attended by me. I understand that the University is not responsible if any institution does not provide these records.

I authorise the University to verify any information provided by me, including academic records and employment details.

I understand that the University may reject my application or revoke any offer of admission if it finds any information provided in relation to my application to be incomplete, inaccurate or misleading.

In providing my personal information to the University, I understand that, other than as authorised by law, the University will only use this information for the purposes for which it is being collected in accordance with the University's functions and activities associated with my enrolment. In some instances, the University may need to disclose information to any Government department which administers or has authority regarding education or immigration policy and law and any other Government agencies (State, Territory or Federal), an affiliated entity of the University, or to third parties for the purposes of recovering unpaid University fees or other debts owed to the University, and I consent to such disclosure. I also understand that all information will be collected, stored, accessed and disseminated or destroyed in accordance with privacy, records management and other relevant laws, and the University's policies.

I agree to abide by the University of Western Sydney Act, the University of Western Sydney By-Law and the Rules and Policies of the University, as amended from time to time. I also agree that it is my responsibility to ensure that I review the By-Law, Rules and Policies of the University during my period of study as the most current rules are applied and may differ from the time of my initial enrolment. I understand I have access to these documents through the University website.

Applicant's name

X

Date

/ /

Applicant's signature

X

Further Information: If you require further assistance to complete this form please contact:

Scholarship Enquiries: Office of Research Services
HDRscholarships@uws.edu.au
Phone: +61 2 4736 0966

Admission Enquiries: Student Administration Postgraduate Research Unit
sa-research@uws.edu.au
Phone: +61 2 4736 0665

Is your application complete?

We cannot always undertake to inform you of missing or incorrect documentation. Please use the checklist below to ensure that your application is complete.

If you require confirmation of receipt of this application please enclose a STAMPED, SELF ADDRESSED ENVELOPE. A date-stamped photocopy of the checklist page will be returned to you.

CHECKLIST

Your name _____

Have you completed all relevant sections of the form? Yes No

REQUIRED ATTACHMENTS:

Evidence of Australian Aboriginal or Torres Strait Islander heritage? Yes No

Certified copy of residency/citizenship status (Q3) Yes No

Research proposal (Q4) or Yes No

Timeline for Completion/Details of Progress (Q4) Yes No

Certified copy of ALL tertiary graduation certificates (Q5) Yes No

Certified copy of ALL academic transcripts (Q5) Yes No

OTHER ATTACHMENTS:

Statement addressing criteria (page 2) Yes No

Certified proof of English language eligibility (Q5) Yes No

Extra supporting information re publications etc Yes No

ACADEMIC REFEREE REPORTS:

Applicant sections completed Yes No

Referee Reports forwarded to referees Yes No



Yarramundi Higher Degree Research Scholarships

Office of Research Services
Locked Bag 1797, Penrith NSW 2751

APPENDIX 1
Academic Referee's Report

Important Information

Please complete the appropriate sections of this application in **BLACK INK** using **CAPITAL LETTERS**.

This Report is confidential and must not be returned to the applicants.

This Report must be submitted before the closing date 28 March 2014.

The applicant must submit one copy of this form to each of the referees nominated on the Application Form. These referees should be closely connected with the applicant's most recent academic work.

The *applicant* should complete Section 1 and the *referee* should complete Section 2 before returning the report to the address below.

Section 1 APPLICANT DETAILS (to be completed by the Applicant)

Title	Family Name	
<input type="text"/>	<input type="text"/>	
Given Names		
<input type="text"/>		
Postal Address		
<input type="text"/>		
<input type="text"/>		
<input type="text"/>		
Home Telephone Number	Work Telephone Number	Mobile Telephone Number
<input type="text"/>	<input type="text"/>	<input type="text"/>
Email address		
<input type="text"/>		
Degree sought		
<input type="text"/>		
Project Title		
<input type="text"/>		

Section 2 REFEREE'S DETAILS (to be completed by the Referee)

Title	Family Name
<input type="text"/>	<input type="text"/>
Given Names	
<input type="text"/>	
Position held	
<input type="text"/>	
Postal Address	
<input type="text"/>	
<input type="text"/>	
<input type="text"/>	
Work Telephone Number	Email address
<input type="text"/>	<input type="text"/>
State briefly how you know the applicant	
<input type="text"/>	
If appropriate please indicate the predicted Honours or other result:	
<input type="text"/>	

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Title	Family Name	
<input type="text"/>	<input type="text"/>	
Given Names		
<input type="text"/>		
Postal Address		
<input type="text"/>		
<input type="text"/>		
<input type="text"/>		
Home Telephone Number	Work Telephone Number	Mobile Telephone Number
<input type="text"/>	<input type="text"/>	<input type="text"/>
Email address		
<input type="text"/>		
Degree sought		
<input type="text"/>		
Project Title		
<input type="text"/>		

Section 2 REFEREE'S DETAILS (to be completed by the Referee)

Title	Family Name	
<input type="text"/>	<input type="text"/>	
Given Names		
<input type="text"/>		
Position held		
<input type="text"/>		
Postal Address		
<input type="text"/>		
<input type="text"/>		
<input type="text"/>		
Work Telephone Number	Email address	
<input type="text"/>	<input type="text"/>	
State briefly how you know the applicant		
<input type="text"/>		
If appropriate please indicate the predicted Honours or other result:		
<input type="text"/>		

Office of Research Services
Locked Bag 1797, Penrith NSW 2751

Yarramundi Higher Degree Research Scholarships

**APPENDIX 2 –
PRESENTING DOCUMENTATION FOR ADMISSION AND SCHOLARSHIPS**

It is important that you provide evidence of your achievements. Your application may be disadvantaged if you do not provide the evidence in the format requested.

Evidence of Australian Aboriginal or Torres Strait Islander Heritage

All applicants must demonstrate Australian Aboriginal or Torres Strait Islander heritage. Evidence may include:

1. Identification of your Aboriginal or Torres Strait Islander heritage by the UWS Indigenous Advisory Committee.
2. The presentation of documentation supporting your identification as an Australian Aboriginal or Torres Strait Islander from a registered body eg. Land Council.
3. A statutory declaration attesting to your heritage.

Academic achievements

You must provide certified copies of the full academic transcript/s for each course attempted. You must also provide evidence that the degree was awarded. This information may be included on the transcript, or you may provide a certified copy of the degree testamur or certificate.

Research Output

<i>Research Book/Monograph</i>	A copy of the introduction and frontispiece, photocopies of contents, preface, introduction, and pages showing all bibliographic information: ISBN author(s), publisher, all dates referring to copyright, publication, printing and distribution.
<i>Exhibitions</i>	Copy of catalogue contents, preface, introduction, ISBN (if applicable), name of exhibitor and curator, date and location of exhibition, total number of works in exhibition and total number of works by claiming artist. Copy of advertising, which should include name of publication and date advertised. Evidence that the gallery/museum is an independent public or commercial organisation (eg evidence of a governing board, is a financial concern, annual report extract, employs staff, is autonomous (ie independent of the university))
<i>Recorded Creative Performance Work</i>	Including live music, theatre or dance performances, films, multimedia productions or sound production. Evidence to support commercial distribution (eg cover/notes) Evidence of running time Evidence of the role(s) of the claimant eg writer, illustrator, producer, director, performer
<i>Written Creative Work</i>	Including published novels, poetry, plays, filmscripts, music scores. All bibliographical information (ISBN or ISSN, author(s), publisher, all dates referring to copyright, publication, printing and distribution).
<i>Refereed Papers</i>	A copy of the refereed paper and photocopies of contents, preface, introduction and pages showing all bibliographical information (ISBN or ISSN, author(s), publisher, all dates referring to copyright, publication, printing and distribution), evidence that the paper is refereed.

Employment Directly Relating to Research Training

Applicants should provide any documentation which supports a claim of employment, skills and knowledge directly relating to the proposed study. Documentation may include a letter from an employer; employment contract; duty statement; published commercial reports, including bibliographic information and authorship details or any commercial documentation supporting professional experience. A CV is not sufficient evidence on its own.

Application for Admission & Scholarship 2014 Higher Degree Research

Office of Research Services
Locked Bag 1797, Penrith NSW 2751



Yarramundi Higher Degree Research Scholarships

APPENDIX 3 CERTIFICATION OF DOCUMENTS AND LODGING YOUR APPLICATION

CERTIFICATION OF DOCUMENTATION

What is a certified document?

A certified document is a *copy* of an original that has been cited by a qualified person and confirmed as correct and legitimate. When you need a document to be certified you must have both the copy **and** original with you.

Who can certify my documents?

The person who certifies your document/s must be contactable by telephone during normal working hours. Your documents must be certified by one of the following authorised officers:

- any UWS staff member
- any other university or TAFE College
- the official records department of the institution that originally issued the document/s
- an Australian overseas diplomatic mission and an Australian Educational Centre
- the Universities Admissions Centre (UAC)
- A Justice of the Peace (JP) with a registration number
- An accountant: must be a member of the Institute of Chartered Accountants in Australia or the Australian Association of Taxation and Management Accountants
- Registered Tax Agent
- A bank manager, but not a manager of a bank travel centre
- A credit union branch manager
- A commissioner for declarations
- A barrister, solicitor or patent attorney
- A police officer in charge of a police station, or of the rank of sergeant and above
- A postal manager
- A Principal of an Australian secondary college, high school or primary school
- A contracted Agent of UWS

You or a family member cannot certify your documents, even if you or they belong to one of the categories listed above.

How should the authorised officer certify each document?

The certifying officer must print the following text on the copied document:

'I certify this to be a true copy of the document shown and reported to me as the original.'

They must also include their name, address, contact telephone number, profession or occupation or organisation, the date and then sign the document.

The certifying officer should also include the official stamp or seal of the certifier's organisation on the copy if the organisation has such a stamp.

In addition to the above, a Justice of the Peace must also print their registration number and provide details of the state in which they are registered.

Documents certified by a Justice of the Peace without a registration number will not be accepted. To find a Justice of the Peace in your area, check the Justice of the Peace public register of available online from the [NSW Attorney-General's Department](#).

If the document includes multiple pages, each page must be certified separately.

Email lodgement of a certified document

When providing documentation by email you need to attach scanned copies of certified documents. Scanned copies of originals will not be accepted.

FURTHER INFORMATION

If you require further assistance to complete this form, please contact:

Scholarship enquiries: Research Scholarships Development Officer
Email: HDRscholarships@uws.edu.au
Phone: +61 2 4736 0966

Admission enquiries: Student Administration (Operations) Postgraduate Research Unit
Email: sa-research@uws.edu.au
Phone: +61 2 4736 0665

LODGING YOUR APPLICATION

You must submit one original application form plus all the attachments.

Please staple all documents securely with the form at the front and the attachments in section order. Please do not enclose the application in special files or folders.

If you require confirmation of receipt of this application, please enclose a stamped, self-addressed envelope.

A date stamped copy of the checklist page will be returned to you as confirmation.

Postal applications:

Please forward your complete application to:

Postal: Research Scholarships Development Officer
Office of Research Services
University of Western Sydney
Locked Bag 1797
PENRITH NSW 2751
AUSTRALIA

Street: Research Scholarships Development Officer
University of Western Sydney
Office of Research Services
Building K.1.42
Second Avenue
KINGSWOOD NSW 2747
AUSTRALIA

Email applications:

Email your application to: HDRscholarships@uws.edu.au

If emailing your application please ensure that the size of the email is no larger than 10MB. If you have large files you will need to send them in more than one email. Please number your emails (eg Smith, Application, email #1) Please ensure that scanned copies are clear and legible and that certification information is visible on each page.