YARRAMUNDI HIGHER DEGREE RESEARCH SCHOLARSHIPS

Important Information
Please read these notes and instructions carefully before completing the Application Form.
Applications Close 29 July 2011

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 29 July 2011.

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 time 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 using a metric endorsed by the UWS Research Studies Committee. A link to the full copy of the metric can be found on the web: http://www.uws.edu.au/research/scholarships

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 2011 of $32,860 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 commence their study in Spring session 2011.
University of Western Sydney
Application for Admission & Scholarship 2011
Higher Degree Research
Office of Research Services
Locked Bag 1797, Penrith NSW 2751

YARRAMUNDI HIGHER DEGREE RESEARCH SCHOLARSHIPS
APPLICATIONS CLOSE 29 JULY 2011

1 – PERSONAL DETAILS

UWS Student ID (if applicable)

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

If successful your candidature will commence in the Spring Session 2011.

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).

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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 approach the referees personally if required. Give details of two (2) academic referees who are familiar with your recent academic work.

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<tr>
<th>Referee’s Details</th>
<th>Referee 1</th>
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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
- Water: A critical resource
- Transforming existing industries
- Overcoming soil loss, salinity & acidity
- Reducing & capturing emissions in transport & energy generation
- Sustainable use of Australia’s biodiversity
- Developing deep earth resources
- Responding to climate change & variability

Promoting and Maintaining Good Health
- A healthy start to life
- Ageing well, ageing productively
- Preventative healthcare
- Strengthening Australia’s social & economic fabric

Frontier Technologies for Building and Transforming Australian Industries
- Breakthrough science
- Frontier technologies
- Advanced materials
- Smart information use
- Promoting an innovation culture & economy
- Promoting an innovation culture & economy

Safeguarding Australia
- Critical infrastructure
- Understanding our region & the world
- Protecting Australia from invasive disease & pests

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

Applicant's signature

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

Scholarship Enquiries: Ms Tracy Mills
   t.mills@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 (Q4)  ☐ 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
Application for Admission & Scholarship 2011
Higher Degree Research

Yarramundi Higher Degree Research Scholarships

Office of Research Services
Locked Bag 1797, Penrith NSW  2751

APPENDIX 1
Academic Referee’s Report

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<th>Important Information</th>
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<td>Please complete the appropriate sections of this application in BLACK INK using CAPITAL LETTERS.</td>
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<tr>
<td>This Report is confidential and must not be returned to the applicants.</td>
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<tr>
<td>This Report must be submitted before the closing date 29 July 2011</td>
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</table>

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)

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

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<td>If appropriate please indicate the predicted Honours or other result:</td>
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To assist in assessing the application, please indicate why you believe this applicant would be a suitable candidate for a higher degree research. Please indicate your level of support for receipt of a scholarship.

Referee’s Signature          Date

RETURNING THIS FORM

Thank you for completing this form. Please return this form before 29 July 2011 to:

Research Scholarships Development Officer
Office of Research Services
Penrith Campus, Building K.1.37
University of Western Sydney
Locked Bag 1797
Penrith South DC NSW 2751
AUSTRALIA

You may fax or email this form:
Fax: +61 2 4736 0013
HDRscholarships@uws.edu.au

Information collected via this form will only be used by the University for the purposes for which it is being collected in accordance with the University’s functions and activities. In some instances, information may need to be provided to external bodies such as UAC, DEEPC, other government agencies and the student associations. All information will be collected, stored, accessed, disseminated and destroyed in accordance with relevant privacy and records management laws and the University’s policies and practices.
**Important Information**

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

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Referee’s Signature	Date

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Penrith Campus, Building K.1.37
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## IMPORTANT INFORMATION

A copy of the ranking metric is on the web:  

Points will be awarded in each section where the applicant has submitted the required verification documents in full by the due date: 5:00pm, Friday 29 July 2011

## 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.

## Section One - Studies Below Honours Level

Assessment based on certified copies of full academic transcript.

## Section Two - Honours/Postgraduate Study

Assessment based on certified copies of full academic transcript.

Results for completed qualifications must arrive at the University by the closing date. Results for pending qualifications (eg Bachelor Honours) must be provided before an offer will be made for either admission or scholarship. For applicants currently enrolled at UWS this will be arranged internally by the College and academic advisors. All other applicants must ensure that certified copies of results are sent to the University (see page 1) as soon as possible. For the purposes of ranking it will be assumed that all pending honours results will be Honours One and rankings will be adjusted on confirmation of the official result. Where the result is not available by 30 June the points for that section of the metric will be reduced accordingly and the application re-ranked.

## Section Three - Research Output

### Research Book/Monograph

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.

### Exhibitions

- 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).

### Recorded Creative Performance Work

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

### Written Creative Work

Including published novels, poetry, plays, filmscripts, music scores. All bibliographic information (ISBN or ISSN, author(s), publisher, all dates referring to copyright, publication, printing and distribution).

### Refereed Papers

A copy of the refereed paper and photocopies of contents, preface, introduction and pages showing all bibliographic information (ISBN or ISSN, author(s), publisher, all dates referring to copyright, publication, printing and distribution), evidence that the paper is refereed.

## Section Four – Employment Directly Relating to Research Training

The College may allocate up to 5 points where the applicant has demonstrated they have employment experience directly relating to the proposed research.

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. Please refer to the Ranking Metric for examples of criteria.

## Section 5 - GPA Equivalence for Overseas Qualifications

Colleges will make a judgement on overseas qualifications based on the grades attained, NOOSR advice and discipline knowledge of the standing of the institution in the academic community.
APPENDIX 3
CERTIFICATION OF DOCUMENTS AND LODGING YOUR APPLICATION

CERTIFICATION OF DOCUMENTATION

The person who certifies your document/s must be contactable by telephone during normal working hours. This person may be:

• An authorised officer at:
  - any Student Centre of the University of Western Sydney
  - 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 Australian Educational Centres
  - the Universities Admissions Centre

• A Justice of the Peace 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 or be a 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

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

The Certifying Officer must print “I certify this to be a true copy of the document shown and reported to me as the original.” on the document, as well as 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.

Copies 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 public register of JPs available online from the NSW Attorney-General’s Department at www.lawlink.nsw.gov.au.

FURTHER INFORMATION

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

Scholarship enquiries: Research Scholarships Development Officer
Email: t.mills@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.

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
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