

# Australian Government Research Training Program (RTP) Stipend Scholarship Conditions of Award for 2024

## Purpose

- 1.1 Australian Government Research Training Program (RTP) Stipend Scholarships are provided to applicants of exceptional research potential undertaking a Higher Degree by Research (HDR) Stipend Scholarship are provided to assist with general living costs through the provision of a stipend.
- 1.2 RTP Stipend Scholarships

## Stipend Rate

- 1.9 The annual rate of the RTP Stipend Scholarship will be \$35,000 per annum for a candidate enrolled full-time (pro-rata for parttime, see 1.18) The level of the stipend will not be reduced during the period of the award.
- 1.10 The stipend rate will be detailed in the scholarship offer letter.

## Duration

- 1.11 The duration of a fulltime RTP Stipend Scholarship is three and a half years for a candidate undertaking a Doctor of Philosophy course.
- 1.12 The duration of an RTP Stipend Scholarship will be reduced by any period of study undertaken towards a Higher Degree by Research course prior to the commencement of the RTP Stipend Scholarship or prior enrolment in a PhD course at University of Canberra, a successful research degree transfer from another institution to University of Canberra or an upgrade/transfer into a PhD or any period the candidate was in receipt of an RTP Stipend Scholarship at this institution or elsewhere.
- 1.13 Some periods of University approved leave as prescribed in these conditions will extend the end date of the RTP Stipend Scholarship by the number of days approved (see Paid Leave Entitlements and Unpaid Leave)
- 1.14 Scholarship recipients are expected to notify Graduate Research of any changes to their candidature at least four weeks prior to avoid overpayment of the stipend. Scholarship recipients will be required to repay any stipend payments to which they were not entitled. This should be considered when a scholarship recipient makes a change to their candidature that retroactively affects their scholarship eligibility.

## Part-time Study

- 1.15 The University may approve a parttime stipend for a domestic recipient only if the recipient has exceptional circumstances.
- 1.16 For the purpose of parttime study, the University must be satisfied that the exceptional circumstances relate to significant car commitments or a health condition, including:
- being the primary carer of a preschoolaged child;
  - being the primary carer of a schoolaged child and a sole parent with limited access to outside support;
  - being the primary carer for an invalid or disabled spouse, child or parent;
  - the recipient is a self-employed person.

- 1.18 Stipends for parttime stipend scholarships are not tax exempt.
- 1.19 If a scholarship recipient is approved to undertake their HDR course ~~stipend~~, their parttime scholarship stipend will be 50 per cent of the ~~full~~ stipend rate.
- 1.20 A scholarship recipient approved to study ~~part~~ may revert to fulltime study with the permission of the University. Information on transferring from ~~full~~ to part-time and vice versa is detailed in the [Higher Degree by Research Policy\(ies\)](#)

### Paid Leave Entitlements

- 1.21 The duration of the RTP Stipend Scholarship ~~may~~ be extended by periods of approved leave, as specified below.
- 1.22 All leave entitlements will be forfeited once the scholarship has ended.
- 1.23 For the purpose of calculating leave entitlements, one working ~~day~~ is considered to be one calendar day.

### Sick Leave

- 1.24 The recipient is entitled to 10 working days ~~paid~~ sick leave per scholarship year, as per the scholarship duration detailed on the scholarship offer letter. Any paid sick leave not consumed in a scholarship year may be accrued over the duration of the scholarship award
- 1.25 All sick leave requires the submission of an Application for Leave from Candidature to Graduate Research. The application for leave must have the Primary Supervisor's endorsement and the approval of the Faculty Associate Dean Research. For sick leave of less than 10 consecutive working days, the end date of the scholarship will not be extended, except in circumstances where the recipient has a relevant Reasonable Adjustment Plan in place.
- 1.26 Recipients may also receive additional paid sick leave of up to 60 working days during the scholarship for periods of medically substantiated illness lasting longer than 10 consecutive working days.
- 1.27 Applications for additional sick leave must be submitted via the Application for Leave from Candidature Form to Graduate Research. The application for leave must have the Primary Supervisor's endorsement and the approval of the Faculty Associate Dean Research. The end date of the scholarship will extend for periods of approved additional sick leave of 10 or more consecutive working days.
- 1.28 Sick leave entitlements may be used to cover recipients with family responsibilities, caring for sick children or relatives
- 1.29 All sick leave applications must be submitted within 30 calendar days of the end date on the leave period. The

- 1.31 RTP Stipend Scholarship recipients are entitled to 20 working days paid recreation leave per scholarship year. Any paid recreation leave not consumed in a scholarship year may be accrued over the duration of the scholarship award.
- 1.32 Recreation leave is managed within the recipient's host Faculty and does not require the submission of a form. The end date of the scholarship will not be extended for periods of recreation leave.

Parental Leave

- 1.33 Scholarship recipients who have completed 12 months full-time (365 days) of their award are entitled to a maximum of 60 working days paid parental leave for the birth or adoption of a child during the tenure of their award.
- 1.34 Scholarship recipients who have an enrolment status of part-time at the time of applying for parental leave must have completed the equivalent of 12 months full-time (730 calendar days part-time) of their award to be entitled to a maximum of 60 working days paid maternity leave (420 working days part-time).
- 1.35 Scholarship recipients whose partners are giving birth and who have completed 12 months full-time (or part-time equivalent) of their award, are entitled to a period of 10 working days paid parental leave at the time of the birth. Parental leave may be taken one week before the birth and up to five weeks after the birth of the child.
- 1.36 A medical certificate stating the anticipated date of birth must be submitted to Graduate Research at least six weeks before leave is planned.
- 1.37 An application for parental leave requires the submission of an Application for Leave from Candidature Form to Graduate Research. The application form is available on the Graduate Research website.

- 1.42 Recipients may apply for a temporary suspension of their scholarship for a period totalling up to 12 months during the total period of the award. In exceptional circumstances only (circumstances beyond the recipient's control), recipients may apply for suspensions beyond 12 months.
- 1.43 If intermission from study or a suspension of the scholarship are approved, the recipient's scholarship end date will be adjusted and increased by the number of days taken.
- 1.44 All applications for unpaid leave must be submitted via the Application for Leave from Candidature Form to Graduate Research. The application for leave must have the Primary Supervisor's endorsement and the approval of the Faculty Associate Dean Research.
- 1.45 Recipients must notify Graduate Research at least four weeks prior to resuming study following a period of approved intermission from study.
- 1.46 Recipients who suspend their studies without notifying Graduate Research will be required to repay any scholarship stipend payments to which they were not entitled.

#### Stipend Payments

- 1.47 The stipend will be paid in fortnightly instalments directly into the recipient's bank account.

degree. A recipient who has been enrolled in an HDR course for more than two years (full- or equivalent part-time) will be required to forfeit the scholarship.

- 1.54 A recipient who has been enrolled in the PhD course for less than two years is approved to transfer to a Master by Research course will be entitled to retain their scholarship. The maximum scholarship duration for a student enrolled in a Master by Research course is two years (full- or equivalent part-

the recipient is available at the other organisation. Approval must be provided by the Primary Supervisor  
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