



THE UNIVERSITY OF  
**NOTRE DAME**  
A U S T R A L I A

# Policy:

## Research Training Program (RTP) Scholarships

Effective: 25 March 2024

Audience: Staff and students

Policy Category: Academic

Policy Sub-category: Research

Key words:	research, training, scholarships
Policy Owner:	Pro Vice Chancellor Research
Responsible Officer:	National Director Research
Review Date:	October 2026

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## 1 OBJECTS OF THE UNIVERSITY

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- 1.1 The Objects of the University of Notre Dame Australia (the University) are defined in Section 5 of *The University of Notre Dame Australia Act 1989 (WA)*.
- 1.2 The Objects of the University are:
  - 1.2.1 the provision of university education, within a context of Catholic faith and values; and
  - 1.2.2 the provision of an excellent standard of:
    - 1.2.2.1 teaching, scholarship and research
    - 1.2.2.2 training for the professions; and
    - 1.2.2.3 pastoral care for its students.

## 2 PURPOSE

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- 2.1 This policy sets out the principles for the Research Training Program (RTP) Scholarships to students undertaking a research degree in compliance with the Commonwealth Scholarships Guidelines (Research) 2017.

## 3 SCOPE

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- 3.1 This policy applies to all areas of the University including associated procedures and guidelines. It also applies to all prospective applicants for, and candidates of, RTP Scholarships including Domestic Students and Overseas Students.
- 3.2 This policy does not apply to any other scholarships of the University.

## 4 PRINCIPLES

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- 4.1 The University offers RTP Scholarships outlined on the website and in accordance with the *Procedure: Conditions for Award of Research Training Program (RTP) Scholarships*.
- 4.2 Students who are awarded an RTP Scholarship are required to comply with all relevant University policies and procedures, including those relating to satisfactory academic progress in the program of enrolment.
- 4.3 The University will monitor academic performance and may terminate a RTP Scholarship if a student is in breach of any of its policies or procedures.
- 4.4 Students who wish to appeal decisions relating to a RTP Scholarship may do so in accordance with the *Policy: Student Appeals*.

## 5 TRANSITIONAL PROVISIONS

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- 5.1 The University will ensure that Continuing Students are not disadvantaged and will transfer those students to a RTP Scholarship which will provide equivalent support to their previous Commonwealth Government Research Training Scheme (RTS).

## 6 ROLES AND RESPONSIBILITIES

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- 6.1** The **Pro Vice Chancellor, Research**, has overall responsibility for management of RTP Scholarships including, but not limited to:
- 6.1.1 determining relocation allowance, if applicable, to students
  - 6.1.2 allowances to be awarded as per section 3.1.3 of the related Procedure
  - 6.1.3 suspension from RTP Scholarships
  - 6.1.4 considering requests to undertake part-time study relating to caring commitments
  - 6.1.5 considering any other circumstance which limits the student's capacity to undertake full-time study,
  - 6.1.6 approval of RTP scholarships to strategic research projects, and
  - 6.1.7 acknowledgement of Commonwealth contributions.
- 6.2** The **Research Degree Scholarships Committee** has responsibility for general matters related to RTP Scholarships including, but not limited to making decisions about the application and selection processes of RTP Scholarships.
- 6.3** The **University's Research Office** manages the application and offer process, including the recommendations for selection of RTP Scholarships.
- 6.4** **Students** are required to comply with the content of this policy and to seek guidance on work placements in the event of uncertainty.

## 7 RELATED DOCUMENTS

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- 7.1** Legislation and regulatory instruments
- 7.1.1 [Higher Education Support Act 2003](#)
  - 7.1.2 [Income Tax Assessment Act 1997](#)
  - 7.1.3 [Commonwealth Scholarships Guidelines \(Research\) 2017](#)
- 7.2** University policies and regulations
- 7.2.1 *Procedure: Conditions for Award of Research Training Program (RTP) Scholarships*
  - 7.2.2 *Procedure: Higher Degree by Research Candidature*
  - 7.2.3 *General Regulations*
  - 7.2.4 *Code of Conduct: Students*
  - 7.2.5 *Code of Conduct for Research*
  - 7.2.6 *Policy: International Students*
  - 7.2.7 *Policy: International Student Transfer*
  - 7.2.8 *Policy: Academic Integrity*
  - 7.2.9 *Policy: Student Appeals*
  - 7.2.10 *Procedure: Student Grievance*
  - 7.2.11 *Policy: Drugs*
  - 7.2.12 *Policy: Use of Alcohol by Students*
  - 7.2.13 *Policy: Sexual Assault and Sexual Harassment*
  - 7.2.14 *Procedure: Disclosing Sexual Assault and Sexual Harassment*
- 7.3** Related University documents

## 8 DEFINITIONS

### 8.1 For the purpose of this Policy, the following definitions apply:

**Continuing Student** means a student, enrolled at Notre Dame, whose period of support under the Research Training Scheme, Overseas Postgraduate Research Scholarships or Australian Postgraduate Awards would terminate on or after 1 January 2017.

**Domestic Student** has the same meaning as defined in the *Higher Education Support Act 2003*.

**Overseas Student** has the same meaning as defined in the *Higher Education Support Act 2003*.

**Research** means Research and Experimental Development as defined in the Frascati Manual (2015)<sup>1</sup> maintained by the Organisation for Economic Co-operation and Development.

**Higher Degree by Research** has the same meaning as defined in the *Policy: Higher Degree by Research Supervision*.

**RTP Scholarship** means scholarships funded by the Commonwealth Government through Research Block Grant Research Training Program (RTP). RTP Scholarship types include RTP Stipends, RTP Fees Offsets and RTP Allowances.

**Student** has the same meaning as defined in the University's *General Regulations*.

**University** means the University of Notre Dame Australia.

Version	Date of approval	Approved by	Amendment
1	15 September 2017	Vice Chancellor	Effective date – new Policy.
2	16 October 2023	Pro Vice Chancellor Research	Minor amendments to remove <i>Guideline: Research Degrees and Scholarships Committee Guidelines on Awarding of Scholarships</i> , which has been rescinded; and rename the <i>Procedure: Conditions for the Award of Research Training Program (RTP) Scholarships</i> .
3	25 March 2024	Pro Vice Chancellor Research	Minor amendments to provide further clarity in support of strategic research projects and editorial correction.