



## Conditions of The Noton-Dale Medical Research Scholarship

The Noton-Dale Medical Research Scholarship (*Scholarship*) was endowed in 2021 in memory of the late John Richard and Eileen May Noton-Dale (*Donor*) to provide scholarship top-up funding to support exceptional Higher Degree by Research candidates within the School of Medicine, Fremantle, at The University of Notre Dame Australia (*University*).

The Scholarship is governed by the following conditions:

### 1. NAME OF SCHOLARSHIP

The Noton-Dale Medical Research Scholarship.

### 2. PURPOSE OF SCHOLARSHIP

The Scholarship is awarded to students enrolled in the School of Medicine, Fremantle campus, undertaking a Doctor of Philosophy degree, and who have demonstrated excellence in academic achievement.

The Scholarship aims to encourage and support medical research training and provide financial support to students with exceptional research promise to pursue a career in medical research. It is envisaged that the scholarship will be primarily utilised as a top-up scholarship for those in receipt of RTP stipend funding, allowing the University to attract high calibre research students.

### 3. VALUE AND NUMBER OF SCHOLARSHIPS

- a) In total, two Scholarships may be in existence at any one time. At most one scholarship will be awarded annually, though no scholarships may be offered if two are currently still being administered.
- b) The Scholarship will be to the value of \$10,000 per annum, to be paid in fortnightly instalments.
- c) Additionally, \$5,000 will be made available to the candidate, to be drawn on during the period of candidacy, to support operating expenses and consumables costs associated with the research project. Funds can be drawn down as required, but all funds remaining after submission of the thesis for examination will be forfeited.

### 4. ELIGIBILITY REQUIREMENTS

To be eligible for the Scholarship, applicants must:

- a) Be a citizen or permanent resident of Australia;
- b) Be enrolled (full time or part-time) in a Doctor of Philosophy program at The University of Notre Dame Australia, and tagged to the School of Medicine, Fremantle campus; or
- c) Be in the process of applying for admission to study for a Doctor of Philosophy degree tagged with the School of Medicine, Fremantle.

### 5. BODY RESPONSIBLE FOR SELECTION

The body responsible for the selection of the successful applicant shall be the "Research Degrees and Scholarships Committee" (RDSC), a sub-committee of the "Research Committee". The RDSC will invite a member of the School of Medicine, nominated by the National Head of the School of Medicine to be involved in the selection of recipients of the Scholarship.

The University's Processes and Policies relating to the awarding of research scholarships shall apply.

### 6. SELECTION CRITERIA

A recommendation as to the recipient/s of the Scholarship will be made by the RDSC to the Pro Vice Chancellor Academic Development (PVCAD) on the basis of an objective assessment of applicants, having regard to any matters it considers relevant, including but not limited to:

- a) Knowledge and skills demonstrated through the originality and excellence of the proposed research;
- b) Feasibility, potential impact and relevance of the proposed research project;
- c) The alignment of the research with the goals and Objects of the University;
- d) Alignment with the School of Medicine's Research Focus Areas;

- e) Academic merit, as determined by the students' cumulative Grade Point Averages (GPAs) for their undergraduate degree, research/professional achievements, and/or summary of progress to date; and
- f) Referee reports.

## **7. SELECTION PROCESS**

- a) All eligible applications will be reviewed by the Research Degrees and Scholarships Committee outlined in Clause 5 and assessed in accordance with the Selection Criteria in Clause 6. The RDSC will invite a member of the School of Medicine as nominated by the Head of School to be involved in the selection of recipients of the Scholarship.
- b) The National Head of the School of Medicine may make a submission to the RDSC in support of a candidate's application.
- c) The RDSC may interview a shortlist of applicants if required but is not obliged to do so.
- d) A recommendation as to the preferred recipient will be made by the RDSC to the PVCAD. The decision as to which applicant will be awarded the Scholarship is at the sole discretion of the PVCAD and the decision is final.
- e) If in a particular year there are no candidates for the scholarship, or if in the opinion of the PVCAD there are no candidates of sufficient merit, the scholarship shall not be awarded.

## **8. APPLICATION PROCEDURE**

- a) The Scholarship will be advertised annually (unless no scholarships are available in a given year) and a closing date for applications will be set following communication with the School of Medicine. Applications must be submitted to the Senior Administrative Officer of the School of Medicine by the advertised closing date.
- b) Applications must include all supporting documentation required and, if applicable, copies of Ethics Approval documentation or an indication that ethics approval is pending.

## **9. AWARDING BODY**

The Scholarship will be awarded in accordance with the University's usual processes related to research stipends.

## **10. METHOD OF PAYMENT**

Scholarship funds will be paid directly to the student as an annual stipend in fortnightly instalments.

## **11. DURATION OF SCHOLARSHIP**

- a) A Scholarship will be tenable for the equivalent of three years full time study for Doctor of Philosophy recipients.
- b) At the completion of three years of full-time equivalent study, candidates may apply for an extension, providing an additional maximum of six months of scholarship support. Applications for an extension must be made in writing to the Research Degrees and Scholarships Committee prior to the completion of three years of study, and the RDSC's decision is final.
- c) To retain this Scholarship, recipients are required to enter into a written agreement with the University setting out the terms of the Scholarship, including but not limited to requirements for the recipient to:
  - i) achieve Satisfactory Progress (as that term is defined in the University's General Regulations) on their degree as per the biannual progress reporting process managed by the Research Office;
  - ii) continue to satisfy the eligibility requirements set out in Clause 4;
  - iii) comply with their reporting obligations as set out in Clause 12;
  - iv) comply with the Objects of the University and with any applicable regulations policies and procedures; and
  - v) not be found to have committed misconduct.
- d) In the event that a recipient fails to satisfy the conditions set out in Clause 11(ii), the University retains the right to revoke the Scholarship in which case no funds will be paid to the recipient after the date on which they ceased to satisfy such conditions.

## **12. REPORTING REQUIREMENTS**

The recipient will be required to comply with the reporting requirements of the University as set out in the agreement between the recipient and the University.

## **13. DONOR REPORTING REQUIREMENTS**

- a) Scholarship recipients are required to submit an end of year donor report to the Research Office.
- b) Reports should include an update regarding the circumstances which warrant the recipient to be in receipt of the Scholarship, and other relevant feedback on the progress of the research project.
- c) The Advancement Manager, Donor Stewardship, will notify the Research Office of the report submission due dates.
- d) The Advancement Manager, Donor Stewardship, will liaise with the Scholarship Donor's family, via both of the Executors of the Estate of Eileen May Noton-Dale.

## **14. ADMINISTERING BODY**

The Scholarship will be administered by the Research Office and Finance Office of The University of Notre Dame Australia.

**15. UNIVERSITY REGULATIONS**

Any regulations regarding the awarding of this Scholarship must comply with these Terms and Conditions.

**16. PUBLICATIONS**

Any thesis, dissertation or other publications resulting from research undertaken by the recipient while in receipt of the Scholarship must acknowledge the assistance of the Scholarship and carry the University by-line.

**17. PRIVACY**

The University will collect, use, hold and disclose personal information in accordance with the Privacy Act 1988 (Commonwealth) and the University's Privacy Policy.

<b>Purpose</b>	The Scholarship is awarded to students enrolled in the School of Medicine, Fremantle campus undertaking Doctor of Philosophy degrees (PhD), and who have demonstrated excellence in academic achievement.
<b>Responsible office</b>	National Head of the School of Medicine, The University of Notre Dame Australia
<b>Effective date</b>	August 2021
<b>Campus applicability</b>	Fremantle
<b>Modification history</b>	