

Conditions of Award for Australian Government Research Training Program (RTP) Stipend Scholarship – year 2027

1 PURPOSE

This document sets out the conditions for the Research Training Program (RTP) Stipend Scholarship for students undertaking a Higher Degree by Research (HDR) in compliance with the [Higher Education Support \(Commonwealth Scholarships\) Guidelines 2025 Higher Education Support \(Commonwealth Scholarships\) Guidelines 2025](#)¹.

2 DESCRIPTION OF RTP STIPEND SCHOLARSHIP

- 2.1** The scholarship assists HDR students with their living costs while undertaking a Higher Degree by Research.
- 2.2** In addition to the support and resources provided by the University to all HDR students (see the [Guideline: Support for Higher Degree by Research Students](#), including being eligible to apply for up to \$3000 for PhD students, up to \$2500 for Professional doctorate students and up to \$1500 for Masters by Research students), the following allowances may also be provided to eligible RTP Stipend Scholarship recipients:
- 2.2.1 OSHC:** An overseas HDR student, with a valid student visa, may be provided an allowance to cover the cost of a standard (single) Overseas Student Health Cover (OSHC) for the duration of their study in Australia.
- 2.2.1.1** The allowance does not cover the cost of ancillary health services or extra costs associated with an OSHC, including medical costs associated with the issuance or renewal of a student visa.
- 2.2.1.2** It is the responsibility of overseas HDR students to ensure their health cover is current.
- 2.2.2 Relocation costs:** RTP Stipend Scholarship recipients may be provided with an allowance of up to \$1500 to cover relocation costs to undertake their research degree, at the discretion of the Pro Vice Chancellor Research.
- 2.3** In claiming the allowances listed in 2.2, a completed *Application: Support for Direct Costs of Research* form must be submitted to the Research Services and HDR students must receive approval prior to claiming the allowance. Claims must be made within 6 months of the event with the original tax invoice, receipt and evidence of the travel.

¹ It is acknowledged that information in this document has been adapted from the [Higher Education Support \(Commonwealth Scholarships\) Guidelines 2025](#)

3 APPLICATION, SELECTION AND OFFER PROCESS

- 3.1** HDR students must express their intention to be considered for an RTP Stipend Scholarship at the time of their Expression of Interest for admission, be invited to apply and lodge an admissions application by the due date as specified on the University website. Applicants who have already commenced their HDR studies must apply by completing the relevant application form, available on the website by the due date.
- 3.2** RTP Stipend Scholarship recipients are selected competitively by the Scholarships Committee based on the quality of the applicant, including academic performance, evidence of research capability, relevant professional experience, quality of research project, alignment with the University Research Strategy and Transformative Research Themes, and quality of the supervisory team, such as a record of successful supervision, supervisory load and complementary expertise.
- 3.3** The Committee will make a recommendation of the RTP Stipend Scholarship recipients to the Pro Vice Chancellor Research. The Pro Vice Chancellor Research will determine the recipients.
- 3.4** The RTP Stipend Scholarship is only valid for the semester in which it is offered. Recipients must commence their program in that semester; deferral of the RTP Stipend Scholarship is not permitted. Those who do not commence as scheduled must reapply and will be considered as part of a future competitive selection process.
- 3.5** The University will give priority to applicants who have not previously completed an HDR program at the same level of study.
 - 3.5.1** In addition, the following factors will be considered during the selection process and an RTP Stipend Scholarship will not be awarded to an applicant who:
 - 3.5.1.1** is in receipt of, or has been awarded another scholarship exceeding 75% of the value of this scholarship
 - 3.5.1.2** holds a fractional academic appointment at this University
 - 3.5.1.3** has previously held APA, RTS or RTP stipend and completed the program
- 3.6** The University may give priority to
 - 3.6.1** Applicants who identify as Indigenous Australians
 - 3.6.2** Low socioeconomic status (SES) applicants
- 3.7** The Pro Vice Chancellor Research can allocate and award RTP Stipend Scholarships to strategic research projects. In such cases, the recipients are selected in support of strategic priorities as well as the quality of the applicant, including academic performance, evidence of research capability, relevant professional experience, quality of research project, alignment with the University Research Strategy and Transformative Research Themes, and the quality of the supervisory team.
- 3.8** All HDR students will receive research training in a supervisory and study environment of research or creative activity, inquiry and scholarship as described in the [Policy: Higher Degree by Research Supervision](#).

4 ELIGIBILITY REQUIREMENTS

- 4.1** To be eligible for an RTP Stipend Scholarship, an HDR student must:

- 4.1.1** Be currently enrolled in an HDR program at the University.
 - 4.1.2** Not currently under examination status as set out by the Research Services.
 - 4.1.3** Within the maximum allowable EFTSL as outlined in section 5 of this document.
- 4.2** In the event that the HDR student becomes ineligible for the RTP Stipend Scholarship, they must notify the University in writing immediately upon becoming aware of the change in their eligibility status. Failure to do so may result in the suspension or termination of the Scholarship and may require the repayment of any funds received while ineligible.

5 PERIOD OF SUPPORT

- 5.1** The maximum RTP Stipend Scholarship offered is for 3.5 EFTSL for HDR students undertaking an eligible research doctoral program or for 2 EFTSL for HDR students undertaking an eligible research masters program. The period of support for an RTP Stipend Scholarship will be assessed by the Research Services and reduced by any periods of study undertaken towards the program prior to commencement of the scholarship.
- 5.2** No extension of an RTP Stipend Scholarship duration is possible.
- 5.3** The period of support is calculated from the first day of January for semester 1 commencement and the first day of July for semester 2 commencement.

6 RTP STIPEND AMOUNT

- 6.1** The annual stipend rate is: \$ 39,000 per annum (tax-free) for full-time HDR students and \$19,500 per annum (taxable) for part-time HDR students. The value of the scholarship will be indexed annually in January each year.
- 6.2** HDR students awarded an RTP Stipend Scholarship on a full-time student load basis (EFTSL $\geq 75\%$), will be remunerated at 100 per cent of the full-time RTP stipend scholarship rate.
- 6.3** HDR students awarded an RTP Stipend Scholarship on a part-time student load basis (EFTSL $\geq 50\%$ and $< 75\%$) will be remunerated at 50 per cent of the full-time RTP Stipend Scholarship rate.
- 6.4** Part-time RTP Stipend Scholarships are taxable by the Australian Government. As the University does not provide advice regarding taxation matters, it is the responsibility of the RTP Stipend Scholarship recipient to seek their own independent professional advice prior to submitting their tax return.

7 TRANSFER BETWEEN RESEARCH DEGREES WITHIN THE UNIVERSITY

- 7.1** An RTP Stipend Scholarship recipient may transfer between research programs within the University (refer to the *Procedure: Higher Degree by Research Candidature*) and will continue to receive their RTP Stipend Scholarship if they meet eligibility criteria.
- 7.2** The RTP Stipend Scholarship duration will be reduced by any periods of study undertaken towards the program prior to commencement of the program at the University.

8 TRANSFER FROM ANOTHER HIGHER EDUCATION PROVIDER

- 8.1** An RTP Stipend Scholarship recipient who is currently enrolled at another HEP may apply for transfer to the University.
- 8.2** Current RTP Stipend Scholarship recipients from another HEP who wish to transfer their RTP Stipend to the University are required to apply in the RTP Stipend round of applications at this University. Their application will be competitively assessed and ranked with all other applications received in that round.

9 TRANSFER TO ANOTHER HIGHER EDUCATION PROVIDER

- 9.1** RTP Stipend Scholarships are not transferable to another university.

10 CHANGING STUDY LOAD

- 10.1** HDR students awarded an RTP Stipend Scholarship are expected to study full-time. The Pro Vice Chancellor Research may consider requests to undertake part-time study in exceptional circumstances that relate to caring commitments, a medical condition, a disability or other circumstances which limit the student's capacity to undertake full-time study. In such cases, requests must be made using the relevant form and must include all required supporting documentation. Changes to part-time study based on employment commitment do not fall under this category.
- 10.2** If a change of study load is approved, the RTP Stipend rate will be adjusted accordingly to reflect the new study load.

11 EMPLOYMENT

- 11.1** Full-time RTP Stipend Scholarship recipients are expected to work on research on Monday to Friday, 9 am – 5 pm. Part-time RTP Stipend Scholarship recipients are required to work on research equivalent to 50% of the Full-time rate.
- 11.2** Employment outside these hours is only permitted with the approval of the Supervisory team, and it should not impact the ability to maintain satisfactory progress of the research program.
- 11.3** Overseas students who have been awarded an RTP Stipend Scholarship may undertake paid work:
 - 11.3.1** that is consistent with the conditions of their student visa.
 - 11.3.2** that complies with the University's [Policy: International Students](#).

12 INDUSTRY PLACEMENT, INTERNSHIPS AND PROFESSIONAL ACTIVITIES

- 12.1** Enrichment activities, such as industry placements, research internships, professional practice activities or other similar enrichment offered at this university, provide an opportunity for an HDR student to gain industry experience as part of their research program.
- 12.2** An HDR student may choose to have their RTP Stipend Scholarship suspended during the

period of internship and re-commence their stipend after completion of the internship. An HDR student should check their individual internship agreements for confirmation and ensure that they understand how the internship fits into their overall plan for on-time completion before commencing the placement.

13 LEAVE FOR RTP STIPEND SCHOLARSHIPS

- 13.1** Full-time RTP Scholarship Recipients are entitled to 20 working days paid recreation leave annually, while part-time RTP Scholarship Recipients are entitled to 10 working days paid recreation leave each year. Leave accrues during the scholarship period and rolls over to subsequent years.
- 13.2** Full-time RTP Scholarship Recipients are entitled to 10 working days of recreation leave annually, while part-time RTP Scholarship Recipients are entitled to 5 working days of leave each year. Leave accrues during the scholarship period and rolls over to subsequent years.
- 13.3** Regardless of the enrolment load, RTP Scholarship Recipients are entitled to 60 additional working days of personal leave over the duration of the RTP Stipend Scholarship. This additional leave can be used for illness with a medical certificate or family caring responsibilities, subject to the written approval of the HDR student's supervisor and the approval of the Pro Vice Chancellor Research.
- 13.4 Paid parental leave:**
- 13.4.1 For primary caregivers:** Regardless of the enrolment load, RTP Stipend Scholarship recipients who have completed 12 months of their scholarship by the date of the birth/placement of a new child and who are taking leave to be the primary caregiver for the duration of the leave are entitled to a maximum of 20 weeks of paid parental leave (birth-related or adoption-related) for the duration of their RTP Stipend Scholarship.
- 13.4.2 For partners:** Regardless of the enrolment load, RTP Stipend Scholarship recipients who have completed 12 months of their RTP Stipend Scholarship by the date of the birth/placement of a new child and who will not be the primary caregiver for the duration of the leave are entitled to a maximum of 2 weeks of paid parental leave (birth-related or adoption-related) for the duration of their RTP Stipend Scholarship.
- 13.4.3** Only one type of paid parental leave (primary caregiver or partner) can be taken for the birth/placement of each child.
- 13.5** Regardless of the enrolment load, RTP Scholarship Recipients are entitled to 60 additional working days of personal leave over the duration of the RTP Stipend Scholarship. This additional leave can be used for illness with a medical certificate or family caring responsibilities.
- 13.6** Full-time RTP Scholarship Recipients are entitled to 10 working days of family and domestic violence leave annually, while part-time RTP Scholarship Recipients are entitled to 5 working days of leave each year. This leave does not accrue during the scholarship period.
- 13.7** If an HDR student transfers to the university and has received RTS Stipend Scholarship leave entitlement during the same calendar year at their previous institution, the university will deduct the leave already taken from the leave entitlements for that calendar year.

- 13.8** For the avoidance of doubt, all leave entitlements referred to in these Conditions of Award are forfeited when the scholarship ceases.

14 ACKNOWLEDGEMENT OF RTP STIPEND SCHOLARSHIP

- 14.1** Under the [Higher Education Support \(Commonwealth Scholarships\) Guidelines 2025](#), RTP Stipend Scholarship recipients, their supervisor or any other party, must acknowledge the Commonwealth's contribution if they publish or produce material such as books, articles, newsletters or other literary or artistic works which relate to the research project carried out by the scholarship recipient.
- 14.2** The acknowledgement must state "This research is supported by an Australian Government Research Training Program (RTP) Scholarship doi.org/10.82133/C42F-K220".
- 14.3** Such acknowledgement must state "This research is supported by an Australian Government Research Training Program (RTP) Scholarship doi.org/10.82133/C42F-K220".
- 14.4** RTP Stipend Scholarship recipients who have an existing [Open Researcher and Contributor ID](#) (ORCID) profile are required to include the doi.org/10.82133/C42F-K220 in their profile. RTP Stipend Scholarship recipients who do not have an ORCID profile are not required to create one

15 SUSPENSION OF STIPEND SCHOLARSHIPS

- 15.1** An RTP Stipend Scholarship can be suspended at the discretion of the Pro Vice Chancellor Research in the following circumstances:
- 15.1.5** an HDR student takes leave of absence without approval (AWOL) for more than a semester; or
 - 15.1.6** when the HDR student submits a thesis for examination, or
 - 15.1.7** an HDR student commits misconduct as described in the University's *Regulations: General (Student Discipline)*.

16 TERMINATION OF RTP STIPEND SCHOLARSHIPS

- 16.1** An RTP Stipend Scholarship can be terminated by the Pro Vice Chancellor Research in the following circumstances:
- 16.1.5** if the HDR student no longer meets the eligibility criteria specified in Section 4 of this document, other than during a period in which a suspension has been approved; or
 - 16.1.6** on completion of the course of study; or
 - 16.1.7** if the HDR student failed to achieve confirmation of candidature as specified in the *Procedure: Higher Degree by Research Candidature*; or
 - 16.1.8** If the HDR student takes a leave of absence without approval (AWOL) for more than 2 semesters, or
 - 16.1.9** if the HDR student has had their enrolment terminated due to the HDR student committing a misconduct of a more serious level as defined in the University's *General Regulations (Student Discipline)*; or
 - 16.1.10** if the University discovers that the scholarship recipient has provided false or

misleading information, whether intentionally or negligently, the Research Services must be notified and the Research Services will review and report to the Pro Vice Chancellor Research.

- 16.2** Upon termination of the scholarship, the payment of scholarship benefits will cease effective from the date of termination.
- 16.3** The Pro Vice Chancellor Research will reassess the HDR student's entitlement to the scholarship and take any appropriate remedial action. Such action may include, but are not limited to, termination of the scholarship and recovery of any funds provided.
- 16.4** The Pro Vice Chancellor Research is required to report the matter to the Department of Education and Training.

17 OVERPAYMENT

- 17.1** The University may require a recipient to repay any scholarship that was overpaid as a result of a change to enrolment.

18 SCHOLARSHIP VARIATIONS

- 18.1** The University reserves the right to vary the conditions from time to time, and any such varied conditions shall apply accordingly.

19 GRIEVANCES AND REVIEWS

- 19.1** If an RTP Stipend Scholarship is terminated, the recipient who wishes to appeal the decision should follow the appeals process stipulated in the *Policy: Student Appeals*.
- 19.2** HDR students may also refer to the [Higher Degree by Research Student Grievance Fact Sheet](#) for information.

20 DEFINITIONS

- 20.1** The definitions outlined in the *Policy: Research Training Program (RTP) Scholarships* apply.
- 20.2** In addition, the following definitions apply to these Conditions of Award:
- 20.2.5** *the Act* means the *Higher Education Support Act 2003*.
- 20.2.6** *EFTSL* means Equivalent Full-time Student Load.
- 20.2.7** *HEP* means a higher education provider as specified in Section 16-15 of *the Act* (Table A Providers) or Section 16-20 of *the Act* (Table B Providers).
- 20.2.8** *the University* means the University of Notre Dame Australia.
- 20.2.9** **Scholarships Committee** means Research Degree Scholarship Committee

Responsible Executive:	Pro Vice Chancellor Research
Responsible Office:	Research Services
Contact:	hdr@nd.edu.au
Effective Date:	November 2025

Modification History:	December 2025: Updated links to the Guidelines and modified sections 4, 11, 13 and 14 to incorporate the changes of the Guidelines. PVCR approval: 10 Feb 2026
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