

## Conditions of The Thomas Davis Medical Research Scholarship

The Thomas Davis Medical Research Scholarship (*Scholarship*) was endowed in 2012 by and in memory of the late Thomas Walter George Davis to support medical research in the School of Medicine, Fremantle at The University of Notre Dame Australia, and is administered in accordance with the following conditions:

### 1. NAME OF SCHOLARSHIP

The Thomas Davis Medical Research Scholarship.

### 2. PURPOSE OF SCHOLARSHIP

The Scholarship is awarded to students enrolled in the School of Medicine, Fremantle undertaking Higher Degree by Research qualifications, including but not limited to Master of Philosophy (MPhil) and Doctor of Philosophy degrees (PhD). The Scholarship aims to encourage and support medical research and training, and provide financial support to students with exceptional research promise to pursue a career in medical research.

### 3. VALUE OF SCHOLARSHIP

- a) Individual scholarships may be awarded with an annual value of up to the total annual interest earned on the Thomas Davis Medical Research Scholarship endowment fund. The number of Scholarships awarded in a given year and the amount of each Scholarship will be at the discretion of the Research Degrees and Scholarships Committee.
- b) The term of this research scholarship is up to two years for Masters recipients and up to three years for Doctor of Philosophy recipients.
- c) Where students are enrolled part time, the value of the award will be half that of the standard full-time rate.

### 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 Higher Degree by Research postgraduate program in the School of Medicine, Fremantle at The University of Notre Dame Australia; and
- c) Submit an application for the Scholarship in accordance with clause 5.

Candidates currently in receipt of any other research scholarship are still eligible for *The Thomas Davis Medical Research Scholarship*.

### 5. APPLICATION PROCEDURE

- a) The Scholarship will be advertised annually and a closing date for applications will be set following conversation with the School of Medicine (Fremantle).
- b) Applications must be submitted to the Senior Administrative Officer of the School of Medicine by the advertised closing date.
- c) Applications must include all supporting documentation required and, if applicable, copies of Ethics Approval documentation or an indication that ethics approval is pending or will be sought.

### 6. SELECTION COMMITTEE

The Selection Committee for the Scholarship will comprise of the "Research Degrees and Scholarships Committee" (RDSC). The School of Medicine Fremantle may request representation at the meeting of the RDSC that discusses the relevant scholarship applications. Two representatives of the Davis family will also be invited to attend the relevant meeting of the RDSC.

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

## 7. SELECTION CRITERIA

A recommendation as to the recipient/s of the Scholarship will be made by the RDSC to the Pro Vice Chancellor Research (PVCR) 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 and relevance of the proposed research project;
- c) 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 and/or summary of progress to date; and
- f) Referee reports.

## 8. SELECTION PROCESS AND AWARDING PROCESS

- d) All eligible applications will be reviewed by the Research Degrees and Scholarships Committee outlined in Clause 6 and assessed in accordance with the Selection Criteria in Clause 7.
- e) The RDSC may interview a shortlist of applicants if required but is not obliged to do so.
- f) A recommendation as to the preferred recipient will be made by the RDSC to the PVCR.
- g) The decision as to which applicant will receive the Scholarship is at the sole discretion of the PVCR and the decision is final.
- h) If in a particular year there are no candidates for the Scholarship, or if in the opinion of the PVCR there are no candidates of sufficient merit, the Scholarship shall not be awarded.

## 9. AWARDING BODY

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

## 10. METHOD OF PAYMENT

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

## 11. DURATION OF SCHOLARSHIP

- a) An Award will be tenable for the equivalent of two years full time study for Master recipients, or three years full time study for Doctor of Philosophy recipients. Where students are enrolled part-time, the duration of the award shall be twice that for full-time students.
- b) To retain this award, 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.
- c) In the event that a recipient fails to satisfy the conditions set out in Clause 11(b), the University retains the right to revoke the award in which case no funds will be paid to the recipient after the date on which they ceased to satisfy such conditions.
- d) When funds to the total value of *The Thomas Davis Medical Research Scholarship* are awarded for the duration of more than one year as provided for in clause iii above, no further awards will be granted until the expiry of the initial award as set out in clauses a), b), and c) of this section.

## 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 a mid-year and 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 Office of University Relations will notify the Research Office of the report submission due dates.
- d) The Office of University Relations will liaise with the Scholarship donor's family.

## 14. ADMINISTERING BODY

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

## 15. PUBLICATIONS

Any thesis, dissertation or other publications resulting from research undertaken by the recipient while in receipt of the Award must acknowledge the assistance of the Award and carry the University by-line. The scholarship does not affect the intellectual property rights of the student as per University regulations and policies.

## 16. PRIVACY

The University is committed to the principles contained in the Privacy Act 1988 (Commonwealth) and the Privacy Amendment (Private Sector) Act 2000 (Commonwealth) and will not disclose any personal information (as defined in the Privacy Act) relating to this Scholarship to any third party without the written consent of the applicant.

## 17. GENERAL PRINCIPLES

- a) These Conditions must comply with any University Regulations regarding the awarding of scholarships and prizes.
- b) The Vice Chancellor, in consultation with the donor's family, may vary the Conditions of the Scholarship at any time.

<b>Purpose:</b>	The Scholarship is awarded to students enrolled in the School of Medicine, Fremantle undertaking Higher Degree by Research qualifications, including but not limited to Masters of Philosophy (MPhil) and Doctor of Philosophy degrees (PhD), and who have demonstrated excellence in academic achievement.
<b>Responsible Executive:</b>	Dean, School of Medicine, Fremantle
<b>Responsible Office:</b>	School of Medicine, Fremantle
<b>Contact Officer:</b>	Senior Administrative Officer, School of Medicine, Fremantle
<b>Effective Date:</b>	2013
<b>Campus Applicability:</b>	Fremantle
<b>Modification History:</b>	May 2017; June 2019