



## **Glendon A. Lean Memorial Postgraduate Research Scholarship 2014 Terms and Conditions of Award**

### **1. Introduction**

Dr Glen Lean, in whose memory these awards are made, was a mathematics education scholar in the Faculty of Education from 1989 until his death in 1995. The Glendon A. Lean Memorial Award and the Supplementary Glendon A. Lean Memorial Award have been established through a bequest by Joseph A. Lean. The Awards are offered for a maximum of three years to doctoral candidates who wish to pursue research in mathematics education.

### **2. Eligibility**

Successful applicants must have achieved a Masters degree in Education with a research pathway or equivalent and have done so with outstanding results. Awards are only available to those who will be undertaking a higher degree by research, and who:

- are enrolling as full-time students;
- are not receiving another equivalent award, scholarship or salary to undertake the proposed program (generally less than seventy-five per cent of the base APA stipend rate); and
- have not completed a degree at the same level as the proposed candidature, or at a higher level.

### **3. Stipend and allowances**

#### *(i) Stipend*

The 2014 stipend rate is currently \$25,392 per annum.

#### *(ii) Overseas Health Cover*

The Overseas Health Cover premium for international students will be paid by the University.

#### *(iii) Tuition Fees*

International student tuition fees associated with enrolment in a Doctoral program at Deakin University will also be covered under the scholarship. For a Doctoral candidate, fee coverage will be provided until the end of the fourth year of candidature.

*(iv) Relocation and travel allowance*

Where the Awardee must relocate to Melbourne, Geelong or Warrnambool from interstate or overseas to take up the Award, the University will provide a contribution towards cost of relocation. The following allowances may be provided via reimbursement on production of original, dated receipts:

- Removal expenses for Awardee, spouse and dependants of up to \$515AUD per adult and \$255AUD per child (max. 2 adults and 2 children).
- Travel expenses in the form of airfares and transport costs from within Australia or overseas up to a maximum of \$300AUD. The travel allowance does not extend to the Awardee's spouse or dependants.

The total combined maximum allowance for relocation and travel costs to commence the Award is \$1840AUD. No further allowances will be provided for subsequent relocation during candidature or after termination of the Award. Expenses for accommodation or meals incurred during the course of travel cannot be reimbursed.

*(v) Special Fieldwork Allowance*

A special fieldwork allowance of \$6000 over the period of the award will be made available to holders of the Glendon A. Lean Memorial Award. This allowance can be used to offset costs associated with travel, data collection and other research training activities as approved by the Associate Dean (Research).

#### **4. Tenure**

The duration of the Awards are for one year with extensions available for up to two further years.

Awardees are to complete enrolment requirements by the date prescribed in the letter of offer of candidature. If an Awardee wishes to delay commencement, a written application stating the reasons for the delay must be made to the Executive Officer, Higher Degrees by Research. Permission to delay commencement may be granted where the Awardee has employment commitments or in the case of illness or other circumstances beyond the Awardee's control. If the Awardee does not enrol by the prescribed date or permission to delay commencement is not granted, then the offer of the Award lapses.

#### **5. Transfer**

The Glendon A. Lean Memorial Award and The Supplementary Glendon A. Lean Memorial Award cannot be transferred to another institution.

## 6. Suspension

The total period of suspension from the Awards during their tenure generally may not exceed 12 months. However, in exceptional circumstances beyond the Awardee's control, periods of up to an additional 12 months may be granted.

Applications for suspensions, endorsed by the supervisor and Associate Dean (Research), should be lodged with Deakin Research. Only in exceptional circumstances will suspension of the Awards will be permitted within the first six months of candidature.

## 7. Termination

The Awards will be terminated two weeks after the thesis is submitted or at the end of the Awards, whichever is earlier. Awards will be terminated before this time:

- if the University determines that the course of study is not being carried out with competence and diligence in accordance with the offer of the Award;
- when the Awardee ceases to be a full-time candidate and when approval has not been obtained to hold the Award on a part-time basis;
- on the death or incapacity of the candidate, or withdrawal from the program; or
- if the Awardee does not resume study following a period of suspension or make arrangements to extend that suspension.

## 8. Employment

An Awardee is permitted to undertake a limited amount of part-time employment, provided the work does not interfere with the progress of the research program. Approval must be sought for periods of part-time work amounting to more than six hours per week. The Associate Dean (Research) must certify that the work does not interfere with the progress of the research and the statement must be lodged with Deakin Research.

## 9. Leave entitlements

### (i) Annual leave

An Awardee is entitled to 20 days paid recreation leave each year calculated on a pro-rata basis. No more than 20 days recreation leave may be accumulated and paid leave must be taken during the tenure of the Award. The agreement of the supervisor and Associate Dean (Research) must be obtained before leave is taken.

### (ii) Sick leave and parenting leave

The Awardee may take up to two weeks paid sick leave a year within the tenure of the Award. Any claim must be made in writing and supported by medical certificates. Absences of less than two weeks which are not considered to interfere with the Awardee's progress need not be reported.

Under exceptional circumstances the Awardee may be entitled to receive additional paid sick leave of up to a total of twelve weeks for medically substantiated periods of illness lasting longer than ten days. Any claim must be made in writing and supported by medical certificates.

The Awardee may take up to twelve weeks paid maternity leave within the tenure of the Award. Paid maternity leave may not be taken within the first twelve months of an Award.

An Awardee who is the partner of a woman giving birth and who has completed twelve months of the award, may take up to one week's paid leave at the time of the birth. Any claim must be accompanied by a Statutory Declaration from the Awardee that they are the parent of the child, or has accepted responsibility for the ongoing care of the child.

An Awardee who submits satisfactory evidence of being an approved applicant for the adoption of a child and the date of placement of that child may have the following entitlements:

- where the child is at the date of adoption under twelve months of age, leave on full pay for a continuous period of twelve weeks commencing from the date of placement;
- where the child is at the date of adoption twelve months or more than twelve months of age, leave on full pay for a continuous period of six weeks commencing from the date of placement.

Claims must be endorsed by the Supervisor and Associate Dean (Research) and lodged with Deakin Research.

## **10. Appeals**

Information on the mechanism for appeal for resolution of disputes which may arise during candidature is available from Deakin Research. Appeals against decisions concerning the allocation of Awards must be made in writing to the Scholarships Committee within 14 days of the applicant being notified. The Scholarships Committee shall consider the case made by the applicant and convey its decision to the applicant. The applicant may, within 14 days, lodge a written appeal against such decision for consideration by the Appeals Committee. All correspondence is to be via the Executive Officer, Higher Degrees by Research.

## **11. Research overseas**

The candidate may be permitted to undertake fieldwork or research overseas when this is considered necessary by the Supervisor and Associate Dean (Research). In such cases the Award may be tenable overseas for up to 12 months, or in special cases for up to 18 months. Paid overseas study will be permitted only if adequate supervision can be maintained and the candidate remains enrolled. Applications for overseas study must be lodged with Deakin Research prior to commencement of the overseas work.

The Awardee will not generally be allowed to undertake overseas study in the first six months of scholarship tenure. Candidature undertaken prior to the taking up of the scholarship will be taken into account in determining the earliest date on which the student may pursue paid overseas study.

## **12. Research at other organisations**

The University may permit a candidate to conduct part of the research at other organisations provided that the Awardee remains enrolled at Deakin University and adequate support and supervision can be arranged.

## **13. Other courses**

An Awardee may not engage in any academic course of study leading to a qualification which is not an essential part of the Awardee's higher degree by research program.

## **14. Specific obligations of Awardees**

- (i)* Awardees shall diligently, and to the best of their ability, apply themselves to the successful completion of the degree, and must provide all reports required by the University.
- (ii)* The Awardee shall abide by the international and Australian codes on human and animal experimentation, guidelines by the Australian Government's Recombinant DNA Monitoring Committee and rulings of the biosafety and ethics committees of the University.
- (iii)* An Awardee is required to conform to the regulations and statutes (including disciplinary provisions) of the University.