



# 2026 Deakin University Postgraduate Research Scholarship (DUPRS) Terms and Conditions of Award

## 1. Introduction

These terms and conditions apply to students who have been awarded a Deakin University Postgraduate Research Scholarship (DUPRS) and will be commencing a graduate research degree at Deakin University in 2026. Any additional conditions relating to the granting of an Award, such as the obligation to comply with the conditions of an external grant, will be set out in the Letter of Offer of Candidature and Scholarship.

## 2. Eligibility

To be eligible for this scholarship, a student must be enrolled in a graduate research degree course of study at Deakin University.

## 3. Acceptance and Enrolment

A student receiving this scholarship (the Awardee) will be enrolled as an on-campus full-time student. Part-time enrolment may be approved at the discretion of the University where an applicant is able to demonstrate significant carer commitments or a medical condition that precludes them from enrolling full-time. Off-campus enrolment may be approved where the research of the student requires it.

Any request for part-time or off-campus enrolment must be formally endorsed by the student's supervisor, subsequently approved by the Graduate Researcher Coordinators within the respective school, and ultimately authorised by the Pro Vice-Chancellor of the Researcher Development Academy.

Awardees are required to commence study within six months of the offer of the Award, and to complete enrolment requirements by the date prescribed in the Letter of Offer of Candidature and Scholarship. If an Awardee does not enrol by the prescribed date, then the offer of the Award lapses. Awards may be terminated before this time in accordance with clause 7 below.

#### 4. Stipend and Tuition Fees

##### *(i) Stipend amount and duration*

The 2026 annual stipend rate is \$37,450 tax exempt. This base stipend rate will be reviewed annually by the University. The stipend does not provide additional allowances for dependants.

The stipend is paid pro rata for a maximum of three years for a Doctoral student and two years for a Masters by Research student. In exceptional circumstances where a part-time award is approved, the maximum period of an Award is six years for a Doctoral student and four years for a Masters by Research student. Please contact Deakin's [Researcher Development Academy](#) for further information on part-time awards.

An Award will generally be terminated two weeks after the thesis is submitted or at the end of the period of the Award, whichever is earlier. Awards may be terminated before this time in accordance with clause 7 below.

The duration of an Award will be reduced by any periods of study undertaken towards the degree prior to commencement of the Award or during suspension of the Award, and will be increased by any periods of approved additional paid sick leave or parental leave.

##### *(ii) Stipend Extension*

An extension of up to six months may be granted for Doctoral students where the research has been delayed due to circumstances which are beyond the Awardee's control and related to the conduct of the research rather than of a personal nature. The Awardee must submit a [Scholarship Extension](#) application at least four weeks before the Award expires and be making satisfactory progress at the time of the application. Approval of an extension is determined by the Pro-Vice-Chancellor, Researcher Development Academy.

##### *(iii) Stipend Suspension*

The stipend may be suspended where the Awardee is approved to intermit from their studies and where they are not entitled to paid leave as stated in clause 9. Suspension of an Award will generally not exceed 12 months, however in exceptional circumstances beyond the Awardee's control, periods of up to an additional 12 months may be granted.

*(iv) Tuition Fees amount and duration*

Tuition fees associated with enrolment in a Masters by Research or Doctoral degree at Deakin University will be covered under the scholarship. For a Masters by Research student, fee coverage will be provided until the end of the second year of candidature (full-time equivalent). For a Doctoral student, fee coverage will be provided until the end of the fourth year of candidature (full-time equivalent). The estimated range of tuition fees for 2026 is \$37,000 to \$46,400 per year.

*(v) Overpayments*

In the event that Deakin University identifies a scholarship overpayment to the awardee, Deakin shall notify the awardee in writing, specifying the amount and the reason for the overpayment. The awardee will repay the overpaid amount within a reasonable period of time, typically no longer than the duration of the overpayment, or before the end of their candidature, whichever is earlier. If immediate repayment in full is not feasible, the awardee may request a repayment plan, subject to approval by Deakin. Deakin reserves the right to offset any outstanding overpayment amounts against any future payments due to the awardee under this agreement.

Overpaid stipend or unpaid tuition fees may result in an encumbrance being placed on the awardee's student record. Depending on the type of encumbrance applied to the awardee's student record, it may block access to a range of important services such as results release, enrolment, and graduation.

When an encumbrance is applied, the awardee will be advised by email of the reason for the encumbrance and the steps required to have the encumbrance removed.

## **5. Allowances**

*(i) Overseas Health Cover (International Students Only)*

A single Overseas Student Health Cover policy will be paid by the University for the duration of the student visa. Upon request, upgrade of the policy to couples or family cover may be awarded. This policy will be terminated if the Awardee no longer holds a Student visa or in accordance with clause 7.

*(ii) 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 the cost of relocation. Reimbursements may be made for expenses incurred for flights and shipping costs. Expenses incurred for visas, accommodation, rental bonds or meals during the course of travel cannot be reimbursed. A single application for reimbursement can be lodged, only after commencement of the course.

Reimbursement for relocation expenses will be provided based on the actual costs incurred by the student and any eligible accompanying family members, subject to the following individual limits:

- \$500 per eligible adult
- \$250 per eligible child

Only the cost of one journey can be claimed, and it must be submitted as one consolidated claim. Claims will be assessed on a family unit basis, and the total reimbursement payable will be the lesser of:

- The total actual amount spent on eligible relocation expenses, and
- The combined family relocation limit, calculated according to the number of eligible adults and children, up to a maximum of \$1,500.

To be eligible to apply for the relocation allowance students must:

- have commenced their course
- relocate from interstate or overseas to take up the Award
- submit the application for relocation allowance within nine months of commencing candidature (including students who have transferred their candidature from another institution)
- submit original, hardcopy receipts/invoices in English (or translated in English)

For the purposes of relocation entitlements, an eligible adult or child is defined as a person in respect of whom the scholarship awardee has assumed financial and/or legal responsibility and who moves residence with the scholarship awardee.

Reimbursements will only be paid for travel that is considered by the University to be reasonably direct between the student's home location, and the study location.

## 6. Changes to enrolment

### *(i) Conversion of Degrees*

The University may approve the conversion of enrolment from a Research Masters to a Doctoral degree. Similarly, enrolment for Doctoral studies may be converted to a Research Masters. The maximum duration of the applicable award becomes that for the new research degree minus periods of study undertaken towards the related degree prior to the conversion. A student who is approved to convert a Masters by Research to a Doctoral degree may continue to receive the Award for a Doctoral degree provided there is no interval between the conversion of the Masters by Research and the commencement of the Doctoral degree or that such an interval is covered by suspension of the Award.

### *(ii) Transfer*

This award cannot be transferred to another institution.

### *(iii) Changes to Project*

Changes to the project or principal supervision will not normally be approved unless exceptional circumstances arise during the tenure of the award. Any changes to the project or principal supervision must be approved by Deakin's Researcher Development Academy.

## 7. Termination

The Award will be terminated two weeks after the thesis is submitted or at the end of the period of the Award, whichever is earlier. Awards will be terminated before this time (or the offer of stipend withdrawn) if any of the following criteria apply:

- the Awardee does not commence by the specified date;
- the Awardee ceases to meet any specific conditions set out in the Letter of Offer of Candidature and Scholarship;
- the Awardee ceases to meet the eligibility criteria (other than during a period of approved suspension or leave);
- the Awardee does not resume study following a period of intermission or suspension or absence from campus or make arrangements to extend that intermission or absence;

- the Awardee ceases to be a full-time student and approval has not been obtained to hold the Award on a part-time basis;
- on the death or incapacity of the Awardee;
- the Awardee withdraws from the program;
- the University determines that the course of study is not being carried out with competence and diligence or in accordance with the offer of the Award;
- the Awardee has failed to maintain other conditions of their enrolment, including attendance for in-person delivery of coursework or adequate contact with their supervisory team;
- the Awardee has failed to maintain satisfactory academic progress;
- the Awardee has committed serious misconduct (academic or research) including, but not limited to the provision of false or misleading information;
- the Awardee has not complied with the requirements of the Higher Degrees by Research (HDR) Scholarships Procedure, the conditions of their candidature, or other policies of the University;
- the Awardee has not maintained a valid visa to remain in Australia with appropriate study rights.

## 8. Employment

An Awardee is permitted to undertake a maximum of six hours per week part-time employment, provided the work does not interfere with the progress of the research degree program. In the case of international students, this is subject to compliance with the conditions of their visa. Approval must be sought for periods of part-time work amounting to more than six hours per week. The School or the Institute Graduate Research Coordinator must certify that the work does not interfere with the progress of the research, and the statement must be lodged with Deakin's Researcher Development Academy.

## 9. Leave entitlement

### *(i) Recreation leave*

Full-time Awardees are entitled to 20 working days' paid recreation leave for each year of the Award, while part-time Awardees may access a pro-rata entitlement of 10 working days' paid recreation leave. These leave entitlements may be accrued over the life of the stipend and rolled over subsequent years but will be forfeited when the stipend is terminated. If the Awardee withdraws from candidature prior

to the end of the scholarship, any accrued annual leave balances cannot be paid out to the Awardee. The agreement of the Awardee's principal or executive supervisor must be obtained before recreation leave is taken.

*(ii) Family and domestic violence leave*

Awardees are entitled to paid family and domestic violence leave. Full-time awardees may access up to 10 working days of family and domestic violence leave per year, while part-time awardees may access a pro-rata entitlement of up to five working days per year. This entitlement does not accrue over the duration of the Award and does not roll over to subsequent years.

*(iii) Personal leave*

Full-time Awardees are entitled to 10 working days' paid personal leave for each year of the Award, while part-time awardees may access a pro-rata entitlement of five working days' paid personal leave. Personal leave entitlements may be accrued over the life of the Award but will be forfeited when the Award is terminated. If the Awardee withdraws from candidature prior to the end of the scholarship, any accrued sick leave balances cannot be paid out to the Awardee.

Personal leave entitlements can also be used by students who have caring responsibilities for their immediate family. A medical certificate is required for carer's leave if it exceeds three consecutive working days, or if absences of fewer than three days but total more than five working days in any academic year.

Absences due to personal leave of less than two weeks, which are not considered to interfere with the Awardee's progress, must be negotiated with the principal supervisor.

*(iv) Additional paid personal leave*

An Awardee may be entitled to receive additional paid personal leave where a medical certificate can be provided, and compelling and compassionate grounds can be established\*\*.

Full-time Awardees are entitled to 20 working days' additional paid personal leave for each year of the Award, up to a maximum of 60 working days over the duration of the stipend. Part-time Awardees may access an additional pro-rata entitlement of 10 working days additional paid personal leave for each year of the Award, up to a maximum of 30 working days over the duration of the stipend. The

additional paid personal leave is credited at the start of each year of the Award, with part-time Awardees receiving a pro-rata entitlement, and may be accrued.. In exceptional circumstances the Pro Vice-Chancellor, Researcher Development Academy may approve the accrual of any part of the paid sick leave entitlement in advance of when that leave entitlement would otherwise accrue.

Additional paid personal leave may also be used to cover leave for students with caring responsibilities for immediate family\*. A medical certificate is required for absences, and student must submit their intermission request online. All additional paid personal leave claims must be approved as part of an [Intermission of Candidature](#) application. Please consult Deakin's [Researcher Development Academy](#) for further advice.

\* "Immediate family" of an Awardee means a spouse, de facto partner, child, parent, grandparent, grandchild, or sibling of the Awardee or of a spouse or de facto partner of the Awardee and also includes a person for whom the person has caring responsibilities arising from an Aboriginal and Torres Strait Islander kinship relationship of equivalent status to those listed above.

Students taking additional paid personal leave (including paid and unpaid) must notify Deakin's Researcher Development Academy no less than 14 days prior to the approved date of return. Failure to do so may result in payments being delayed, suspended, or terminated.

#### *(iv) Parental leave*

Awardees who have completed 12 months of their study may be entitled to a maximum of 100 working days' (FTE) paid parental leave within the tenure of the Award if they have, or will have, primary responsibility for the care of each newborn child during the leave\*\*.

An Awardee who submits satisfactory evidence of being an approved applicant for the adoption of each child and the date of placement of that child will receive the following entitlements:

- where the child is at the date of adoption under 12 months of age, paid leave for a continuous period of 60 working days' commencing from the date of placement;
- where the child is at the date of adoption 12 months of age or older, paid leave for a continuous period of six weeks commencing from the date of placement.

Awardees who are partners of a primary carer while receiving the Award stipend, and have completed 12 months of their Award, may be entitled to a maximum of one week's paid leave at the time of the birth.

Paid parental leave can be approved no earlier than four weeks before the expected due date, and a medical certificate is required for approval.

Any parental leave claim must be accompanied by one of:

- a. a medical certificate indicating when the student is due to give birth
- b. a birth certificate for the child
- c. a statutory declaration from the student that they are the parent of the child, or have accepted primary responsibility for the ongoing care of the child during the leave.

All parental leave claims must be approved as part of an Intermission of Candidature application. Please consult Deakin's Researcher Development Academy for further advice.

Students undertaking parental leave (including paid and unpaid) must notify Deakin's Researcher Development Academy no less than 14 days prior to the approved date of return. Failure to do so may result in payments being delayed, suspended, or terminated.

*\*\* Before an international student visa holder can apply to intermit from their studies, they must ensure the change will not breach their visa obligations, establish compassionate and compelling circumstances, and seek advice and support from an International Student Support Officer. Applications endorsed by the Awardee's Supervisor and the Head of Academic Unit must be lodged with Deakin's Researcher Development Academy via an Intermission of Candidature application.*

*(v) Overpayment during unpaid leave*

Awardees who receive stipend payments during a period of leave without pay will be required to repay monies received they are not entitled to. Any overpayment will either be automatically recovered in full upon return from leave, or the student will be invoiced for payment.

## 10. Research overseas

The Awardee may be permitted to undertake fieldwork or research overseas when this is considered essential for the completion of the student's course by the student's principal or executive supervisor and School/Institute Graduate Research Coordinator. 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 Awardee remains enrolled. Applications for overseas study must be lodged with Deakin's Researcher Development Academy and be approved by the Pro Vice-Chancellor, Researcher Development Academy prior to commencement of the overseas work.

The Awardee will not generally be allowed to undertake overseas study in the first six months of their candidature. Candidature undertaken prior to the taking up of the Award will be considered in determining the earliest date on which the Awardee may pursue paid overseas study.

### **11. Research at other organisations**

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

### **12. 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 degree.

### **13. Specific obligations of Awardees**

Awardees must:

- diligently, and to the best of their ability, apply themselves to the successful completion of their degree, and provide all reports required by the University;
- comply with all statutes, regulations, policies, and procedures (including disciplinary provisions) of the University;
- comply with any additional conditions set out in the Letter of Offer of Candidature and Scholarship;
- advise their Supervisor, School/Institute Graduate Research Coordinator, and Deakin's Research Development Academy as soon as reasonably possible of any change in

circumstances that may affect the Awardee's eligibility to continue to receive the award or impact their enrollment.

