

Ref:20361362

27 September 2018

Mr L White 2a Alston Ave Como WA 6152

Dear Mr White

AD HOC SCHOLARSHIP

I am pleased to inform you that, on the recommendation of Professor Roberto Togneri, I am authorised to offer you an Ad Hoc Scholarship to support your Doctor of Philosophy research. The Scholarship is valued at \$29,000 per annum and will be tenable from 9 September 2018 to 13 October 2018.

Attached is a copy of the Conditions governing this scholarship, an Acceptance Form and a Stipend Claim Form. If you wish to accept this offer, please read the Conditions carefully and sign them together with the Acceptance Form. You also need to complete the Stipend Claim Form and arrange for this to be signed by your Supervisor. Please return all the signed documents directly to the Graduate Research School as soon as possible.

Payment of your stipend will commence from the date specified. Unless the scholarship has been offered to you on a part-time basis, it is essential that you remain enrolled as a full-time candidate in the degree for which the award is offered.

Should you have any queries regarding the administration of this award please do not hesitate to contact me.

Yours sincerely

Christine Monaco Postgraduate Officer

Marano

cc Graduate Research Coordinator, School of Electrical, Electronic and Computer Engineering Professor Togneri

Postgraduate Officer

Graduate Research School

M358, The University of Western Australia 35 Stirling Highway, Perth WA 6009

T +61 8 6488 3738 F +61 8 6488 1919

E christine.monaco@uwa.edu.au http://www.scholarships.uwa.edu.au

CRICOS Provider No. 00126G

PLEASE SIGN THIS FORM AND THE FULL SET OF AD HOC CONDITIONS AND RETURN BOTH TO THE GRADUATE RESEARCH SCHOOL

Ref: 20361362

Name: Mr Lyndon Rhys White

School: School of Electrical, Electronic and Computer Engineering

Dear Christine Monaco

AD HOC SCHOLARSHIP

I accept/decline (please delete as appropriate) your offer of an Ad Hoc Scholarship.

Please tick the following:

- I declare that I have read, understand and agree to abide by the conditions contained in the letter of offer and the Conditions of Award.
- I agree to obey the statutes, regulations and rules of The University of Western Australia as far as they may apply to me. I declare that to the best of my knowledge the information supplied herein is correct and complete. I acknowledge that the submission of incorrect or incomplete information may result in the cancellation of my enrolment and scholarships at any stage, and that this action may be recorded on my student file. I authorise the University of Western Australia to submit my written work to a plagiarism detection or text matching service at its discretion. I will inform The University of Western Australia immediately of any change to my contact details.

I understand that

I may be required to sign an Intellectual Property Agreement or Deed before I commence research at The University of Western Australia if a Third Party is involved in financing and/or the outcome of the research project.

When students enrol at The University of Western Australia they are automatically assigned an email address through Information Technology Services. This address is then used by the University for official electronic correspondence. A form to request hardcopy documentation is available from Student Administration or from: www.studentadmin.uwa.edu.au/welcome/forms

(Signature) 27/09/2018 (Date)

Mr Lyndon Rhys White

The University of Western Australia

STIPEND CLAIM FORM

(Please complete this form and return to the Graduate Research School)

FUNDING BODY:	<u> </u>					
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Section 1						
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Date: <u>27/09/20</u>)18	Signature: _	[rw)		
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		sit fortnightly to a financial institution	(bank, credit union or		
Name in which Account held: Lyndor	n White	Account Number: 1058 7629			
Bank/CU/BSoc: Commonwealth Bank					
Bank Branch Name:Ir	nnaloo	BSBN 066 161			
Signature:		27/00/	2018		
Section 4					
OFFICE USE ONLY:					
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AUTHORISED:					
Signature (Gra	nduate Research School)	Date: (day) (month)	(year)		
GRADUATE RESEARCH Confirmed funding appro	oved for Scholarship	Scholarship recorded in Callista			
Form forwarded to HR					

Ad Hoc Postgraduate Research Scholarships [F53035]

Ad hoc postgraduate research scholarships are administered by the Higher Degree Research Scholarships Committee and the Graduate Research School on behalf of various internal and external funding agencies. The committee considers that there is a clear distinction between a scholarship awarded for educational purposes, and the employment of a postgraduate student on a research project. Ad hoc scholarship conditions cannot require awardees to be employed by The University of Western Australia ('the University'), or to enter into, or continue to be, party to contract labour or to render services in exchange for the scholarship payments.

The committee expects that scholarships will normally be awarded after a competitive selection process on the basis of academic achievement and research potential. In the absence of specific alternative conditions accepted by the University, all Ad Hoc postgraduate research scholarships must conform with the following conditions.

The conditions set out below are to be read in conjunction with the <u>University Policy on Australian Government</u>

Research Training Program Scholarships, the <u>Rules for Graduate Research Courses in the University Handbook</u> and the <u>UWA Policy on Graduate Research Training</u>. The conditions are determined by the Australian Government and the University, and are subject to change from time to time.

Definitions and acronyms

For the purpose of these conditions—

The Research Training Program (RTP) is a dedicated pool of funding provided by the Australian Government under the Higher Education Support Act 2003 to support domestic and international students undertaking Research Doctorate and Research Master degrees. This support is provided through Australian Government Research Training Program Scholarships. The terms of the Research Training Program are set out in the Commonwealth Scholarships Guidelines (Research) 2017.

BGRS is the Board of the Graduate Research School, and may include officers, committees or other bodies to whom stated powers have been delegated.

Course of study means an accredited HDR course leading to a Research Doctorate or Research Masters, for which the University has approved an Australian Government RTP Scholarship.

Domestic applicant or **domestic student** means an Australian citizen or Permanent Resident or a New Zealand citizen who is enrolled or seeking to be enrolled in an HDR course.

External student means a student who has been approved by the relevant board to undertake their course of study at a location other than a campus of the University of Western Australia and whose enrolment is formally recorded as external.

Full-time student means a student who is enrolled in their HDR full-time. Unless other arrangements have been formally approved, a full-time student is expected to normally be on campus and available for supervision and contact between the hours of 9am to 5pm, Monday to Friday.

GRS is the Graduate Research School.

HDR means a higher degree by research which is a Research Doctorate or Research Masters course for which at least two-thirds of the student load for the course is required as research work, as defined in the Commonwealth Scholarships Guidelines (Research) 2017.

Head of school means a person appointed or acting in that capacity or the graduate research coordinator of the school. Graduate research coordinators are designated academics who have been approved by the head of school and the Graduate Research School to act on behalf of the head of school on matters pertaining to higher degrees by research.

Internal student is a person undertaking study towards a higher degree by research who, except for approved periods, will conduct research and study towards the higher degree on a campus of the University for most or all of their period of candidature.

International or Overseas student means a student who is enrolled or seeking to be enrolled in an HDR course and is not an Australian citizen or Permanent Resident or a New Zealand citizen.

Part time student means a student who has been approved by the relevant board to undertake their degree part-time. Part time is normally 0.5 of a full-time load but may be more in cases where a student who is enrolled in their research unit/s part time also enrols in a coursework unit.

PhD is a Doctor of Philosophy degree.

Relevant board means a board relevant to the case in point. The relevant board may include a position or body of people with authority to carry out the function concerned. For the purpose of these conditions the relevant board is the

Board of the Graduate Research School or delegate/s for courses managed by the Graduate Research School and the relevant faculty board or delegate/s for courses managed by the faculties.

Research Doctorate means an Australian Qualifications Framework (AQF) Level 10 Doctoral Degree (Research) qualification as described by the Tertiary Education Quality Standards Agency (TEQSA).

Research Masters means an AQF Level 9 Masters Degree (Research) qualification as described by TEQSA.

RTP is the Research Training Program, as defined under the Commonwealth Scholarships Guidelines (Research) 2017 (https://www.legislation.gov.au/Details/F2016L01602). The RTP is administered by the Australian Government and provides Commonwealth-funding to support domestic and international students undertaking Higher Degrees by Research at Australian Higher Education Providers.

RTP Scholarships are postgraduate research scholarships, funded by the Australian Government, which may include payment of tuition fees; stipend for general living costs; and allowances related to the ancillary costs of research degrees.

A Research Training Program (RTP) Fees Offset Scholarship is an Australian Government International Research Training Program (RTP) Fees Offset Scholarship used by the University to offset tuition fees for HDR students.

An RTP stipend is paid directly to HDR students to assist with their living costs while undertaking their HDR course.

An **RTP Allowance** is a specific purpose allowance paid to or on behalf of a recipient of an RTP stipend, allocated to a student by the University, at its discretion.

Suspension means a period of time during which an HDR student has been approved by the University to temporarily cease: (1) enrolment in their course of study; and (2) receipt of any scholarship.

The University or UWA is The University of Western Australia.

1. ligibility requirements

- **1.1** A scholarship is awarded principally for educational purposes.
- **1.2** A scholarship holder must not be required to become an employee of the University or the scholarship provider either during or after completion of their studies.
- 1.3 To be eligible to apply for and receive a scholarship an applicant must—
- (a) meet the requirements for entry to the nominated course including satisfying the requirements of the University Policy on: <u>University Policy on: Adequate Research Preparation</u> (governance.uwa.edu.au/policy/UP11/25); and
- (b) be eligible to enrol or be enrolled as a full-time international or domestic student or, in exceptional circumstances (see clause 2.2) and with the approval of the University, as a part-time domestic student

2. Part-time scholarships

- 2.1 A part-time scholarship is taxable.
- 2.2 A part-time scholarship may be offered to a student who is—
- (a) a domestic student; and
- (b) able to demonstrate that significant, documented carer responsibilities or health issues preclude full-time enrolment.
- **2.3** An applicant is not granted permission to hold a scholarship on a part-time basis because they wish to undertake paid employment on a full-time or substantial part-time basis.
- **2.4** A student who holds a scholarship on a part-time basis is subject to the same employment restrictions as a full-time scholarship holder (see clause 22).
- **2.5** A student holding a part-time scholarship must be enrolled at the University as a part-time student.

- **2.6** A holder of a part-time scholarship may convert to full-time at any stage or may be required by the University to convert to full-time if carer responsibilities or health issues no longer apply.
- **2.7** Where a domestic student in receipt of a scholarship has been approved to change their enrolment between full-time and part-time their scholarship entitlements are pro- rated accordingly.

3. Scholarship payments

- 3.1 Scholarship payments are made in fortnightly instalments through the UWA payroll system.
- **3.2** It is the responsibility of scholarship recipients to check the implications for income tax liability of accepting a scholarship.²
- ² ato.gov.au

4. Value

- 4.1 A scholarship may be awarded—
- (a) as a full scholarship; or
- (b) subject to clauses 4.2 and 4.3, to supplement another award; or
- (c) to extend scholarship support for a limited period.
- **4.2** A supplementary scholarship may be awarded only with the permission of the donors or funding body of the primary award, if applicable, and provided that the conditions governing the supplementary scholarship do not contravene those attached to the primary award.
- 4.3 The value of a supplementary scholarship must not exceed 75 per cent of the value of the primary award.
- **4.4** Except where a scholarship is awarded to supplement another primary award, or to extend scholarship support for a limited period, the minimum living allowance for a full scholarship will not normally be approved at a level less than a Research Training Program Stipend.

5. Allowances

5.1 Other allowances for additional costs such as relocation, consumables/operating expenses, conference travel and thesis production expenses may be provided. Details of any additional allowances must be specified in the letter of offer and additional specific scholarship conditions, if applicable.

6. Duration of award

- 6.1 The standard tenure of a full-time scholarship is—
- (a) up to two years for a Research Masters; or
- (b) up to three years for a Research Doctorate.
- 6.2 The standard tenure of a part-time scholarship is—
- (a) up to four years for a Research Masters; or
- **(b)** up to six years for a Research Doctorate.
- **6.3** Doctoral students may apply for an extension of tenure of up to six months' duration subject to satisfactory progress, provided that the grounds for extension are related to their research and are beyond the control of the student.
- **6.4** Extension of tenure is conditional upon the submission of the Research Proposal and Confirmation of Candidature, and all outstanding milestone reports including Annual and Interim Reports, and Travel Award Reports, if applicable.
- **6.5** An application for extension must include a completion plan detailing the work to be undertaken by the student and supervisor to achieve the submission and signed by the student, the supervisor and the head of school/graduate research coordinator.

- **6.6** Except where a scholarship is awarded to supplement another primary award, or to extend scholarship support for a limited period, the tenure for a scholarship will not normally be approved for less than the tenure specified in clauses 6.1, 6.2 and 6.3.
- **6.7** Periods of study already undertaken towards the degree prior to the commencement of the scholarship or undertaken during suspension of the scholarship may be deducted from the maximum period of tenure.

7. Residency

7.1 Scholarship holders are expected to enrol as internal students and live close enough to the University to enable frequent and systematic use of University facilities, including use of physical resources, formal research training and frequent contact with supervisors if required.

8. Criteria for continuation

- 8.1 Continuation of scholarship payments from year to year is subject to the recipient—
- (a) continuing to meet the eligibility criteria;
- (b) maintaining continuous enrolment except when suspensions have been approved;
- (c) submitting the Research Proposal and Confirmation of Candidature, and all milestone reports by the due date including Annual and Interim Reports, and Travel Award Reports, if applicable; and
- (d) making satisfactory progress according to the rules of the HDR in which they are enrolled.

9. Administering body

9.1 The scholarship is administered by the GRS.

10. Specific student obligations

- **10.1** Students must diligently and to the best of their ability apply themselves to the successful completion of the degree.
- **10.2** International scholarship holders must continue to hold a valid Australian Student Visa and maintain 'overseas student' status for the duration of the degree, or notify the GRS upon being granted permanent residency.

11. Commencement

- **11.1** A scholarship awardee must enrol by the date set by the University or the scholarship may be withdrawn and reallocated to another applicant.
- **11.2** If a scholarship awardee has not commenced within six months of the date of offer of the award then the scholarship may be withdrawn.
- **11.3** If a scholarship awardee requires an extension to the commencement date, this must be applied for in writing to the GRS for approval.

12. Changes to enrolment and suspension status

12.1 Changes to enrolment status

- **12.1.1** Students must apply to the GRS at least three weeks in advance if they wish to suspend, terminate or change their enrolment in any way that affects their scholarship eligibility.
- **12.1.2** Failure to give adequate notice of changes in enrolment that affect scholarship eligibility may result in a scholarship overpayment to the scholarship holder.
- **12.1.3** Scholarship holders are required to repay all scholarship overpayments to the University on request, regardless of the reason for the overpayment.

12.2 Suspension of a scholarship

12.2.1 A student in receipt of a scholarship who applies for a period of suspension of candidature and scholarship/s may be approved to do so, subject to the rules of the course in which they are enrolled. The total

period of suspension must not exceed one year throughout the duration of candidature unless the relevant board permits otherwise in recognition of exceptional circumstances.

- **12.2.2** Where students are unable to pursue the degree they must seek approval in the first instance from their supervisor and graduate research coordinator for a period of suspension of scholarships and candidature.
- 12.2.3 An application for suspension of a scholarship must be submitted to the GRS for consideration.
- **12.2.4** If the proposed suspension is to commence within the first six months or the accumulated period of the suspension(s) is of more than 12 months' duration, the application is only considered if there are exceptional circumstances beyond the control of the student.
- **12.2.5** A scholarship holder who suspends a scholarship is normally required to suspend candidature in the degree for the commensurate period. If the scholarship holder remains enrolled, the period of study undertaken during suspension of the scholarship may be deducted from the maximum period of tenure of the scholarship.
- **12.2.6** During the suspension of candidature and scholarship/s the student remains a student of the University, is expected to submit any Annual Progress and Interim Reports due during the suspension and retains access to student email and Library facilities. However, the student is not enrolled in load-bearing units, does not consume their RTP Fees Offset, does not receive stipend payments and is not covered by University insurance for activities undertaken as a student.
- **12.2.7** Failure of the award holder to resume study or to make arrangements to extend a period of suspension within the approved time will result in the scholarship being terminated.
- 12.2.8 Suspensions must not exceed two years in total under any circumstances.
- **12.2.9** International scholarship holders must seek advice from the University's International Student Advisor in relation to the effect that a period of suspension may have on visa regulations.

13. Termination

- 13.1 The University will terminate a scholarship —
- (a) if the student fails to meet the criteria for continuation as set out in clause 8 of these conditions;
- **(b)** on submission of the thesis or the death, incapacity or cessation of enrolment of the student or at the end of the scholarship, whichever is earlier;
- (c) if in the view of the relevant board the student has committed serious misconduct including, but not limited to, the provision of incomplete, false or misleading information;
- (d) if in the judgement of the relevant board the student is not carrying out the course of study with competence or in accordance with the offer of the scholarship; and no suitable alternative arrangements can be made for continuation:
- (e) if the student has committed a serious breach of the Australian Code for the Responsible Conduct of Research or relevant University policies governing academic or research conduct.;
- (f) when the student ceases to be enrolled as a full-time internal student, unless approval has been granted for part-time enrolment (domestic students only) and/or external enrolment; or
- **(g)** if the scholarship holder does not resume study at the conclusion of a period of suspension, or make arrangements for an extension to the period of suspension.
- 13.2 If an award is terminated, it cannot be reactivated unless the termination occurred in error.

14. University Policy on Graduate Research Training

14.1 The University has established and must abide by the University Policy on: Graduate Research Training (governance.uwa.edu.au/policy/UP12/11). Scholarship holders are required to read the policy and abide by it.

15. Leave entitlements

15.1 Approval of all paid and unpaid leave is conditional on scholarship holders having submitted the Research Proposal and any milestone reports such as Confirmation of Candidature, Annual and Interim Reports, and Travel Award Reports, which are due at the same time of the proposed leave.

16. Recreation leave

- **16.1** Scholarship holders undertaking an HDR are entitled to 20 working days (four weeks) paid recreation leave a year calculated on a pro-rata basis.
- 16.2 Recreation leave may be accumulated subject to clauses 16.3 and 16.4.
- **16.3** No more than five weeks recreation leave may be accumulated.
- **16.4** All recreation leave must be taken during the tenure of the scholarship.
- **16.5** Approval to undertake periods of recreation leave must be obtained from the supervisor and the graduate research coordinator before leave is taken.
- **16.6** Applications for paid recreation leave will not normally be approved within the first six months of the commencement of the award or prior to the submission of the Research Proposal.

17. Sick Leave, Maternity Leave and Parenting Leave

17.1 Notwithstanding the conditions of RTP Scholarships and other primary awards, Ad Hoc Postgraduate Research Scholarship conditions do not include provision for additional paid leave to extend the normal tenure of the scholarship. Unless additional paid leave is included in specific scholarship conditions attached to the letter of offer, any periods of approved paid sick leave, paid maternity leave and paid parental leave must be taken within the normal tenure of the scholarship or managed by suspension of the scholarship.

18. Sick Leave

- **18.1** Scholarship holders are provided with up to 10 working days (2 weeks) paid sick leave each year of their scholarship.
- **18.2** Scholarship holders are not entitled to additional extended paid sick leave, beyond the allowance of 10 working days (2 weeks) paid sick leave per year.
- **18.3** For periods of illness lasting longer than 10 working days (2 weeks) students may access unpaid sick leave through the suspension provisions set out in clause 12.2.

19. Maternity Leave

- 19.1 Scholarship holders are not entitled to paid maternity leave to extend the normal tenure of the scholarship.
- 19.2 Scholarship holders may take unpaid maternity leave if they give birth to a child within the tenure of the award.
- 19.3 Unpaid maternity leave must be accessed through the suspension provisions set out in clause 12.2.

20. Parenting Leave

20.1 Scholarship holders are not entitled to paid parenting leave but may take paid annual leave or unpaid parenting leave through the suspension provisions set out in clause 12.2.

21. Paid overseas leave

- 21.1 The GRS may grant approval for paid overseas leave for scholarship holders to—
- (a) take annual recreation leave;
- (b) to attend conferences; and/or
- (c) undertake fieldwork and conduct research towards their HDR, outside Australia.
- **21.2** Applications for paid overseas leave for recreation or research will not normally be approved within the first six months of commencement of the scholarship or prior to the submission of the Research Proposal.
- **21.3** Approval of paid overseas leave is conditional on scholarship holders having submitted the Research Proposal, and having submitted any milestone reports such as Confirmation of Candidature, Annual and Interim Reports, and Travel Award Reports, which are due at the time of the proposed leave.
- **21.4** Approval to undertake fieldwork or conduct research outside Australia is only granted where it can be demonstrated that it is essential for the completion of the course.

- **21.5** The GRS approves paid overseas leave to undertake fieldwork or conduct research only where the student has confirmed in writing that the proposed destination has not been listed as an area to which the Department of Foreign Affairs and Trade has advised against all travel and there is adequate supervision at the overseas institution.
- 21.6 The scholarship holder must maintain contact with their supervisor and remain enrolled at the University.
- **21.7** Students should note that in the event of war or civil disturbance breaking out in a country to which a student has travelled for the purpose of research, the University's travel insurance policies may cease to apply.
- 21.8 Travel overseas without approved leave may result in the scholarship being suspended or terminated.

22. Employment

- 22.1 The University does not require a student to undertake employment.
- **22.2** A scholarship holder may undertake no more than eight hours' additional paid work between the hours of 9am to 5pm, Monday to Friday in any week.
- **22.3** Permission to undertake paid work between the hours of 9am to 5pm, Monday to Friday is contingent on the student continuing to make satisfactory progress toward submission of their thesis within the agreed period.
- **22.4** The head of school or graduate research coordinator is responsible for ensuring that part-time employment is not undertaken to the detriment of the student's studies.
- **22.5** Working hours must be noted on the RTP Scholarship holder's GRS Annual Progress Report.

PLEASE DO NOT DETACH - SIGN AND RETURN COMPLETE COPY OF THE CONDITIONS AND RETAIN ONE COPY FOR YOUR RECORDS

DECLARATION

I have read and accept the offer of an Ad Hoc Postgraduate Scholarship under the above Conditions and provide an assurance that I will be able to devote myself to my studies during all normal working hours throughout the year, subject to the concession on employment described in Clause 22 above.

LYNDON WHITE	[MW]		
(Name in Block Letters)	(Signature)		
Electrical, Electronic and Computer			
Engineering	27/09/2018		
(Discipline/School)	(Date)		