



ABN: 18 133 225 331

# 2021 AINSE Residential Student Scholarship (RSS)

## Terms and Conditions

### 1. Introduction

- 1.1 The following terms and conditions establish the rules which govern the administration of the 2021 AINSE Residential Student Scholarship (RSS), hereafter referred to as the **Award**.
- 1.2 The commencement date of the Award is 1<sup>st</sup> October 2021. The end date of the Award is the earliest of a) 30<sup>th</sup> September 2022, OR b) the expiry date of the recipient's RTP or equivalent primary scholarship, OR c) the finalisation date of the recipient's RHD thesis. The Award will ordinarily be renewed on 1<sup>st</sup> October each year until the recipient's RTP or equivalent primary scholarship expires, or the recipient's RHD thesis is finalised, subject to annual review by AINSE.
- 1.3 Applicants must read these terms and conditions before filling out an application.
- 1.4 The Award is open to application from any students who are, or intend to be, enrolled at a financial member institution of AINSE, subject to the eligibility criteria as outlined in Section 3, regardless of the applicant's citizenship.
- 1.5 Previous recipients of an AINSE Residential Student Scholarship are not eligible to apply.
- 1.6 Individuals employed by AINSE or ANSTO on a full-time or part-time basis at the time of application are not eligible to apply.
  - 1.6.1 Applicants who take up employment with AINSE or ANSTO on a full-time or part-time basis are required to withdraw their application upon commencement of their ANSTO or AINSE employment.

- 1.6.2 Award recipients who take up employment with AINSE or ANSTO on a full-time or part-time basis are required to relinquish their Award upon commencement of their ANSTO or AINSE employment.
- 1.6.3 Casual employees of AINSE or ANSTO are exempt from Sections 1.6, 1.6.1, and 1.6.2.
- 1.7 Award recipients who hold an AINSE Postgraduate Research Award (PGRA) must relinquish their PGRA upon acceptance of the Award.
- 1.8 Recipients of ANSTO FutureNow or FutureNow Plus Scholarships are not eligible to apply.
- 1.9 Enquiries regarding these terms and conditions should be directed to the AINSE Secretariat by email ([enquiries@ainse.edu.au](mailto:enquiries@ainse.edu.au)) or phone (+61 2 9717 3376).
- 1.10 To maintain a fair and equitable Award, AINSE reserves the right to modify these terms and conditions at any time.

## 2. Definitions

- 2.1 **AINSE:** the [Australian Institute of Nuclear Science and Engineering](#). AINSE offices are co-located with ANSTO's Lucas Heights campus.
- 2.2 **ANSTO:** the [Australian Nuclear Science and Technology Organisation](#). ANSTO has three campuses: two Sydney-based campuses at Lucas Heights and Camperdown, and one Melbourne-based campus at Clayton.
- 2.3 **Equivalent primary scholarship:** a postgraduate scholarship that, as assessed by AINSE:
- 2.3.1 is awarded to students undertaking an RHD; and
  - 2.3.2 is of comparable or greater financial value to the full-time base stipend rate of an [RTP scholarship](#); and
  - 2.3.3 has a funding period encompassing the full remaining standard duration of the applicant's RHD; and
  - 2.3.4 is advertised, by the University body governing scholarships, to all eligible students of the University; and
  - 2.3.5 is awarded via a peer-reviewed merit-based selection process.
- 2.4 **Project:** a supervised research undertaking that will be submitted for the award of an RHD.
- 2.5 **Research Higher Degree (RHD):** a Research Doctorate or Research Masters degree.
- 2.6 **Research Training Program (RTP):** a [scholarship](#) administered by individual universities on behalf of the Australian Government Department of Education, Skills and Employment to support students undertaking an RHD.
- 2.7 **University:** The financial member institution of AINSE at which the recipient is enrolled in an RHD.

### 3. Eligibility Criteria

3.1 AINSE Residential Student Scholarships may be offered:

- 3.1.1 To scholars who are enrolled in a Research Higher Degree at a [financial member university of AINSE](#) during the award period stipulated in Section 1.2; and
- 3.1.2 To scholars who have an approved Research Training Program (RTP) or equivalent primary scholarship as certified by the University body governing scholarships; and
- 3.1.3 For as long as the scholar's RTP or equivalent primary scholarship is current; and
- 3.1.4 To scholars who will spend a minimum of 6 months per year, as averaged over the tenure of the Award, based at an ANSTO campus, or other AINSE-supported facility/facilities, in connection to the Project; and
- 3.1.5 Subject to satisfactory progress as determined by the annual review of submitted progress reports, on a form provided for that purpose, by AINSE Specialist Committees (see Section 9.1).

3.2 For Applicants seeking to use Australian Synchrotron facilities at ANSTO's Clayton campus: Students will only be eligible for application in the 2021 RSS round if they can demonstrate a tangible, promising, realistic plan to access merit-based beam time at the Australian Synchrotron. Options are: (a) recent successful beam time application with beam time scheduled in the forthcoming months, (b) beam time applications submitted and presently in review, or (c) an undertaking to submit beam time applications. Please see the [Australian Synchrotron website](#) for access guidelines.

### 4. Tenure

4.1 Tenure of an AINSE Residential Student Scholarship is conditional upon the recipient meeting security clearance requirements at ANSTO.

4.2 The recipient will be required to spend a minimum of 6 months per year, as averaged over the tenure of the Award, attached to an ANSTO facility, or other AINSE-supported facility/facilities, for the purposes of training and facility usage in connection with the approved Project,

4.2.1 In the event of extenuating circumstances which impact on the recipient's travel, the recipient should write to the Managing Director, AINSE Ltd, as soon as possible after notification of the Award, giving details of the proposed variation to the Project. AINSE will review and consider the proposed changes and advise of continuation or discontinuation of the Award, and of any approved variation(s) in the case of Award continuation.

4.3 The commencement date of the Award is 1<sup>st</sup> October 2021. The end date of the Award is the earliest of a) 30<sup>th</sup> September 2022, OR b) the expiry date of the recipient's RTP or equivalent primary scholarship, OR c) the finalisation date of the recipient's RHD thesis. The Award will ordinarily be renewed on 1<sup>st</sup> October each year until the recipient's RTP or equivalent primary scholarship expires, or the recipient's RHD thesis is finalised, subject to annual review by AINSE.

4.3.1 If the recipient's RTP or equivalent primary scholarship is suspended, the RSS will be suspended for the same period of time.

4.3.2 If the end date for the recipient's RTP or equivalent primary scholarship is extended, the RSS end date will be extended to match, subject to AINSE's discretion.

4.3.3 If the RTP or equivalent primary scholarship is amended due to a change in the recipient's candidature between full-time and part-time, the RSS will be adjusted on a monthly pro rata basis.

4.3.4 Alterations to the RSS as outlined in Section 4.3.1, 4.3.2 and 4.3.3 will be subject to AINSE receiving documentation from the University body governing scholarships confirming the change to the recipient's RTP or equivalent primary scholarship.

4.4 AINSE may terminate an Award at any time if it is not satisfied with the progress or conduct of a recipient, or if the recipient fails to meet any security clearance requirements at ANSTO, or if the university at which the recipient is enrolled ceases to be a financial member of AINSE.

## 5. Project

5.1 The Project shall be proposed by the nominating University and require the use of at least one ANSTO facility.

5.2 The objective(s) of the Project shall not be changed without the prior written approval of AINSE.

5.3 The University will appoint at least one suitably-qualified member of staff from ANSTO as a co-supervisor of the Project.

5.4 The ANSTO co-supervisor(s) referred to in Section 5.3 shall be responsible for assisting the recipient in reviewing their ANSTO Research Portal application(s) to ensure required standards are met.

5.5 Access to ANSTO facilities is not guaranteed.

5.6 AINSE does not accept any responsibility for the consequences of ANSTO facilities becoming unavailable.

## 6. Stipend

### 6.1 Amount:

6.1.1 The stipend during tenure of the Award will be at rates announced by AINSE. The rate applicable from 1<sup>st</sup> January 2021 will be A\$7,500 per annum excluding GST.

6.1.2 The stipend is for the exclusive use of the recipient only and is not transferable to another party.

6.1.3 Where the recipient's RTP or equivalent primary scholarship is in operation for a period of less than a year, the stipend amount will be reduced on a monthly pro rata basis to match the remaining time period.

6.1.4 The amount of the stipend will be reduced in cases where the recipient is in receipt of scholarship(s) top-up stipends whose total value is greater than 75% of the RTP stipend. In some cases an Award may be made without stipend.

## 6.2 Payment:

- 6.2.1 The stipend will be paid directly to the University upon receipt of a tax invoice, and is then paid to the recipient in accordance with the University policy.
- 6.2.2 Any transaction fees incurred in paying the stipend to the recipient must be borne by the University.
- 6.2.3 Responsibility for any potential taxation liability lies with the Award recipient. Independent tax advice should be sought by the recipient where required.
- 6.2.4 The stipend will be paid to the University once a year with effect from the Award commencement date or anniversary of that date.

## 6.3 Return of Funds:

- 6.3.1 Should the recipient relinquish, or AINSE terminate the Award for any reason, the University will be required to refund the remaining stipend to AINSE as calculated on a monthly pro-rata basis. This may require reimbursement of the remaining stipend to the University by the recipient as calculated on a monthly pro-rata basis.
- 6.3.2 Should the finalisation process for the recipient's RHD thesis be completed prior to the expiry date of the RTP or equivalent primary scholarship, the University will be required to refund the remaining stipend to AINSE as calculated on a monthly pro-rata basis. This may require reimbursement of the remaining stipend to the University by the recipient as calculated on a monthly pro-rata basis.
- 6.3.3 Should the University cease to be a financial member of AINSE, the University will be required to refund the remaining stipend to AINSE as calculated on a monthly pro rata basis. In such a scenario, the recipient is advised to contact AINSE for guidance.

## 7. Travel and Accommodation

7.1 AINSE will provide a credit of up to A\$5,000 per annum excluding GST towards the travel and accommodation expenses associated with an attachment or visit to ANSTO facilities, or fieldwork or conference attendance relating to the supported research project, during the year of the Award.

- 7.1.1 **Travel:** The travel allowance of Section 7.1 can only be used to cover travel expenses to and from the relevant ANSTO campus / research facility / field site / conference venue, and cannot be used for personal or leisure purposes.
- 7.1.2 Recipients are encouraged to use the most economical means of transportation available to maximise the number of trips covered by their capped travel allowance.
- 7.1.3 **Accommodation:** The accommodation allowance of Section 7.1 can only be used to cover accommodation expenses while at the relevant ANSTO campus / research facility / field site / conference venue. This may also include breakfast at the accommodation venue only; all other food and drink expenses will not be covered. The accommodation allowance cannot be used for personal or leisure purposes.

7.2 The recipient's ANSTO co-supervisor(s) (see Section 5.3) will be responsible for the recipient while they are at an ANSTO campus. Recipients visiting ANSTO must arrange, through their University, their own insurance against injury and / or damage to themselves or third parties (personal and property).

- 7.3 All recipients must notify AINSE of all visits to ANSTO by submitting a completed [Visit Request Form](#) to [enquiries@ainse.edu.au](mailto:enquiries@ainse.edu.au) no later than three (3) weeks prior to their planned arrival at ANSTO.
- 7.3.1 For recipients undertaking their work ANSTO's Lucas Heights or Camperdown campuses and requiring travel and accommodation, the travel and accommodation allowance of Section 7.1 will then be utilised by AINSE to book flights and local accommodation on behalf of the recipient.
- 7.3.2 Recipients undertaking their work at ANSTO's Clayton campus have their facility-use-related travel costs covered by the ANSTO User Office. See the [ANSTO website](#) for further information, including a booking form through the ANSTO User Office.
- 7.4 Recipients bear the full cost of any damages to accommodation, in accordance with the relevant University travel policy.
- 7.5 The travel and accommodation credit of Section 7.1 will be paid directly to the University upon receipt of a tax invoice and supporting evidence in the form of receipts within 21 days of departure from the relevant ANSTO campus / research facility / field site / conference venue, and is then paid to the Recipient in accordance with University policy.
- 7.6 Recipients who normally reside more than 100 kilometres from the ANSTO campus at which their experiment will take place, and who incur rental or owner-occupied mortgage repayment costs, may be eligible for an extra allowance of up to A\$5,200 (over six months pro rata) to support ongoing additional accommodation-related costs for the duration of their attachment or visit to ANSTO facilities.
- 7.6.1 The extra allowance accommodation of Section 7.6 will be paid directly to the University upon receipt of a tax invoice and supporting evidence in the form of a rental statement from a licenced real estate agent, or bank confirmation of an owner-occupied residential home loan, showing costs incurred during time spent at an ANSTO campus. The allowance is then paid to the Recipient in accordance with University policy.
- 7.6.2 Board payments to personal networks are not covered by the extra allowance accommodation of Section 7.6.
- 7.6.3 To verify eligibility to receive the extra allowance accommodation of Section 7.6, please contact [enquiries@ainse.edu.au](mailto:enquiries@ainse.edu.au). Confirmation of eligibility must be received from AINSE before making a claim for this allowance.
- 7.7 Responsibility for any potential taxation liability lies with the Recipient. Independent tax advice should be sought by the recipient where required.

## **8. Laboratory Consumables**

- 8.1 The recipient's ANSTO co-supervisor(s) (see Section 5.3) may claim up to A\$2,500 per annum excluding GST for laboratory consumable expenses relating to the recipient's approved Project at ANSTO facilities.
- 8.2 The laboratory consumables do not include the purchase costs of multiple-use laboratory equipment, or facility access fees. Approved laboratory consumable items will be at AINSE's discretion.

- 8.3 To claim the laboratory consumables expenses of Section 8.1, ANSTO will need to raise an invoice to AINSE for the consumable expenses plus GST. The invoice must include the recipient's AINSE student code (ALNSTUXXXXX) and details of the consumables purchased. Proof of purchase for all claimed consumable expenses must be provided together with this invoice.
- 8.4 AINSE may request an Acquittal and Disposal confirmation for claimed laboratory and consumable expenses.

## 9. Reports

- 9.1 A report on the progress of the Project over the preceding Award period, on a form provided for that purpose and signed by both the student's primary research supervisor and ANSTO co-supervisor(s) (see Section 5.3), must be submitted annually to AINSE for review by AINSE Specialist Committees.
- 9.2 The first progress report of Section 9.1 will be required on 31<sup>st</sup> August 2022, covering progress of the Project throughout the period 1<sup>st</sup> July 2021 – 30<sup>th</sup> June 2022. Further reports will be required by 31<sup>st</sup> August each subsequent year throughout the tenure of the Award.
- 9.3 Upon reaching the end-date of the Award **or** submission of the recipient's thesis for final review, a Summary Report must be provided to AINSE, on a form provided for that purpose, within 10 business days of receipt of the form from AINSE.
- 9.4 The deadlines in Section 9.2 and 9.3 can be extended, in exceptional circumstances, at the discretion of AINSE.
- 9.5 Incomplete or unsatisfactory progress reports will be grounds for termination of the Award.

## 10. Publications

- 10.1 Appropriate acknowledgement to AINSE and ANSTO must be included by the recipient when any material embodying the results of work undertaken during tenure of the Award is submitted for publication.
- 10.1.1 Any publications embodying the results of work undertaken during tenure of the Award, including but not limited to: journal publications, conference publications, research theses, and media articles, must include the following statement:
- “This research was supported by an AINSE Ltd. Residential Student Scholarship (RSS).”***
- 10.1.2 Any variations to the statement in Section 10.1.1 must be approved in writing by AINSE prior to submission of the material for publication.
- 10.1.3 Any visual media embodying the results of work undertaken during tenure of the Award, including but not limited to: posters, presentation slides, and video productions, must include the official AINSE logo and must adhere to the usage guidelines for the official AINSE logo. Please email the AINSE Secretariat at [enquiries@ainse.edu.au](mailto:enquiries@ainse.edu.au) to request the AINSE logo files and usage guidelines.

- 10.1.4 Failure to appropriately acknowledge AINSE and ANSTO in material embodying the results of work undertaken during tenure of the Award, as outlined in Sections 10.1.1, 10.1.2 and 10.1.3, will be grounds for termination of the Award and may impact negatively on applications for other AINSE funding opportunities.
- 10.2 Any material arising from work undertaken at ANSTO facilities, or the analysis of data previously collected from ANSTO facilities, must be approved by both the recipient's primary research supervisor and ANSTO co-supervisor(s) (see Section 5.3) prior to submission of the material for publication.
- 10.3 AINSE must be notified of any publication embodying the results of work undertaken during tenure of the Award, on a form provided for that purpose, upon request (at least annually) and at the end of the Award.
- 10.4 A digital copy of the recipient's final thesis must be supplied to AINSE Ltd no more than 30 days after the RHD has been awarded.

## **11. Outreach Activity**

- 11.1 It is expected that the recipient will contribute one (1) major item of scientific communication relating to their RSS-supported research per calendar year throughout the tenure of the award. AINSE may promote the recipient's work through AINSE websites, social media channels, and other platforms. The mode of communication is at the discretion of the student, subject to AINSE approval, and can be selected from one of the following categories:
- 11.1.1 An article, of 800–1,200 words, outlining the recipient's ongoing RSS-supported research and/or the context of their research project to a non-specialist audience, to be edited by AINSE staff and published on the AINSE Website and/or yearly AINSE Student Project Book;
- 11.1.2 A video, of 2–5 minutes duration, outlining the recipient's ongoing RSS-supported research and/or the context of their research project to a non-specialist audience, to be edited by AINSE staff and published on the AINSE Website;
- 11.1.3 A presentation, of duration 10 minutes or longer, outlining the recipient's ongoing RSS-supported research, to be presented either at the recipient's University of enrolment, or at an AINSE Event including, but not limited to, the AINSE Winter School and the AINSE Annual General Meeting;
- 11.1.4 A panel member and/or student guide at an AINSE Event including, but not limited to, the AINSE Winter School, AINSE Women in STEM and Entrepreneurship (WISE) School, and AINSE Postgraduate Orientation Week; and
- 11.1.5 Any other piece of approved scientific communication relating to the recipient's RSS-supported research, subject to AINSE discretion.

## **12. Intellectual Property Rights**

- 12.1 As a general rule, intellectual property rights in the results of an AINSE Award involving ANSTO personnel shall be the joint property of the University accepting the Award and ANSTO, however such rights may, in all cases, be subject to negotiation between those parties.



- 12.2 Where it is anticipated that intellectual property rights of commercial value will be generated by a project which is the subject of an AINSE Award, applicants are advised to consult their legal representatives.
- 12.3 Intellectual property rights which exist, or may exist, in any AINSE Award project must be identified and steps taken to ensure that whatever protection is required is put into place before disclosure of the subject matter is made to any outside parties.