



The University of Sydney

Postgraduate Research Support 2009 – Second Round

Information for Students

This is a call for a second round of applications for **PRG** and **STA** funding.

Please note that normally there is only one round of **PRSS** funding each year (in April). However we do have a small amount of PRSS left over from this first round (approximately \$5K), so if you did not receive any PRSS in the first round this year then feel free to apply now.

Please read these guidelines and check your eligibility carefully before filling in the application form.

The deadline for applications will be **Monday 14th September 2009** at 5 pm.

1. Postgraduate Research Grants (PRG)

Postgraduate Research Grants

The School allocates part of its budget each year to support maintenance costs of postgraduate research projects. The PRG scheme is intended to enhance research productivity in the School, particularly with respect to completion of postgraduate research that involves unusual expense.

What are the eligibility criteria for support?

All postgraduate students (PhD, MSc, DCP) may apply.

What level of support is available?

Up to **\$1000** per application per round. Most students can expect to receive considerably less than this amount. Students will not normally receive more than **\$2000** in PRG funds across the entire period of candidature.

Examples of items funded

Psychometric tests, rats and mice, costs of fMRI scanning, costs of paying participants in experiments where 1st year undergraduates cannot be used, minor items of equipment necessary to conduct research, etc.

What will not be supported?

PRG funds are not available for travel (except for explicit data collection) or large items of equipment (students should discuss this with supervisors). Funds cannot be used for research assistance or technical support except in special cases.

How often can a student apply for support?

Each eligible student can lodge only one application in any PRG round.

How do I apply for PRG?

Attach a separate sheet to the main application form containing details of and justification for the funding sought (max. 300 words).

Important Note: *Two sources of travel support are available to postgraduate research students in the School. One is funded by the University (PRSS) and the other by the School (STA). Across both schemes, students can expect to receive up to \$4000 (PhD) or \$2500 MSc/DCP) for travel during candidature.*

2. Postgraduate Research Support Scheme (PRSS)

What is the PRSS?

This is a scheme introduced by the University in 2001 to provide direct support for postgraduate research students. Funds are allocated to Departments based on their higher degree research enrolment figures in the previous year. Departments redistribute the funds to eligible applicants on a competitive basis according to University guidelines.

What are the eligibility criteria for support?

- 1. Currently enrolled** (including international students)
 - Enrolled **PhD students**, full-time or part-time, are eligible to apply for funds under the PRSS provided their candidature does not exceed 8 full-time semesters (or part-time equivalent) at the closing date for applications.
 - Enrolled **MSc** students, full-time or part-time, are eligible to apply for funds under the PRSS provided their candidature does not exceed 4 full-time semesters (or part-time equivalent) at the closing date for applications.
 - Enrolled **DCP** students from their 2nd year onwards.
- 2. Satisfactory progress towards timely completion of the degree**
 - Applications will not be considered if the students have not demonstrated satisfactory progress and/or the period of candidature has been exceeded.
- 3. Justification for the use of funds**
 - A brief statement outlining the benefits to the applicant's candidature.
- 4. Support by the applicant's supervisor/s**
 - As per requirement on the application form.
- 5. Any achievement related to the research** such as:
 - Publications (in press or submitted), conference presentations, internal reports or other scholarly activities. A track record of achievement during candidature provides some indication of satisfactory progress during the candidature, however it is not a pre-requisite for a successful PRSS application.

What sort of things can I apply to get support for?

1. Conference expenses – for the purpose of presenting a paper or poster in connection with the students' research. Students not presenting are not eligible for such funds.
2. Expenses in connection with the use of specialist services, or a visit to use specialist facilities or to learn specialist technique/s directly related to the students' research, but beyond those normally provided by the Department.
3. Field expenses – provided the PRSS funds are not used to defray the infrastructure costs normally provided by the Department.
4. Purchase of specialist books, periodicals, software that are essential to the students' research, but are not normally available or difficult to obtain in the University.
5. Purchase of computers or other equipment that are essential to the students' research and are beyond the normal infrastructure provided by the School or Department.
6. Thesis production expenses to a maximum amount of \$600 for a PhD thesis or \$300 for a Masters thesis. Only students who do not hold a scholarship supporting such expenses and who expect to submit a thesis in the current semester/year can apply.

What will not be supported?

Direct research costs will not be supported. Thus, expenditure related to the purchase of consumables (such as chemicals, stationery, questionnaires and disks) normally provided by Departments, or photocopying will not be supported under the PRSS.

What level of support is available?

Students may apply for a minimum of **\$200** and a maximum of **\$1200** in each application round. A once-only grant of up to **\$2000** (PhD students) or **\$1500** (MSc, DCP) may be given to support presentations at an overseas conference, and when combined with the STA (see below) may provide up to **\$4000** (PhD students) or **\$2500** (MSc, DCP). This large grant is only usually given to students in their second or third year of candidature and will end eligibility for subsequent STA or PRSS funds. Students may therefore employ a strategy of “saving up” PRSS and STA for one big trip or may prefer to apply on multiple occasions for smaller sums to support a number of conference trips.

How often can a student apply for support?

Each eligible student can lodge only one application per year.

PhD students: maximum number of applications = 3.

Although eligible PhD students may apply during any PRSS application round, only three successful applications in three years of their candidature (eight full-time semesters, or part-time equivalent) are permitted. That is, a PhD student can only be awarded funds three times in three years under the PRSS.

Masters by research students: maximum number of applications = 1.

Although a Masters by research student may apply during any PRSS application round, only one successful application during the candidature (four full-time semesters, or part-time equivalent) is permitted. That is, a Masters student can only be awarded funds once under the PRSS. If a Masters by research student converts to a PhD, the total number of successful PRSS applications permitted will be three (including any successful application as a Masters student).

3. School Travel Allowance (STA)

School Travel Allowance

The School will support conference travel, accommodation and/or conference registration fees for postgraduate students who are attending conferences and presenting papers or posters.

What are the eligibility criteria for support?

The following students are eligible for STA:

- PhD and MSc students
- DCP students from their second year onwards

What level of support is available?

Up to **\$2000** total funding may be expected over the total PhD candidature or **\$1000** total funding over a MSc. This sum can be taken as one large amount (for say one major international conference trip) or a number of smaller contributions each year to attend local conferences or as a contribution towards attendance of an international conference. *Note that by combining the \$2000 STA with a \$2000 PRSS up to \$4000 may be available to fund one overseas trip by PhD students.*

How do I apply for STA?

Attach a separate sheet to the main application form containing details of and justification for the funding sought (max. 300 words).

4. General Information

When should I apply?

Closing Monday September 14th.

How do I apply?

The application form can be downloaded from:

http://www.psych.usyd.edu.au/teach/pg_admin.html

Apart from completing the application form, you will be required to provide brief statements on justification for the use of funds and support by your supervisor/s, and any evidence of achievement during candidature.

How are the funds paid if I am successful in getting support?

You will need to lodge a claim to Sandra Cheng for items that have been approved as soon as expenditure is committed. The funds can be paid in one of the following ways:

1. Reimbursement to you by cheque on presentation of original receipts.
2. By cheque payable to the supplier on presentation of original invoices, purchase orders, quotations, order forms, conference registration forms - receipts from the suppliers for the value of the cheque/s received must be submitted by the student later.
3. By cheque as cash advance to the student for travel in or outside Australia – original receipts for related expenses must be submitted by the student within 7 days of completion of the travel.

PLEASE NOTE:

The last date to lodge a claim is 1st December and there are no provisions to carry forward any unused funds or to lodge late claims. Any PRSS funds that are not claimed by the successful applicants after this date must be returned by the School for re-allocation centrally in 2010.