



WCH FOUNDATION MS McLeod Research Fund

Medical Postgraduate Scholarship

RESEARCH COMMENCING IN 2012

CONDITIONS OF AWARD

As a result of a bequest from the estate of the late Murdoch Stanley McLeod, the Women's and Children's Hospital (WCH) established the MS McLeod Research Fund. The MS McLeod Research Fund is part of the WCH Foundation Research Fund. The purpose of this fund, in accordance with the wishes of the benefactor, is to support in perpetuity the furtherance of research in the field of paediatric health.

The Trustees of the MS McLeod Research Fund will fund a Medical Postgraduate Scholarship at the Women's and Children's Hospital, as part of the Women's and Children's Health Network (WCHN), for a period of three years. Applicants will have completed an MBBS (or equivalent) as a minimum qualification and be eligible to enrol for a higher degree (Masters by Research or PhD) in any aspect of health care at a South Australian University. The scholar will undertake a supervised research project in conjunction with one of the Departments of WCHN, the Women's and Children's Health Research Institute (WCHRI) or SA Pathology and the said university. The stipend for the Award will be \$60,000 per annum, inclusive of allowances, with an additional \$5,000 travel allowance available during tenure for national and international presentations of the research.

CONDITIONS

1. Eligibility

In order to be eligible to be awarded a scholarship, an applicant must:

- have completed an MBBS (or equivalent) as a minimum qualification,
- be eligible to enrol for a higher degree in any aspect of paediatric health care at a South Australian university (Adelaide, Flinders or UniSA),
- be an Australian or New Zealand citizen or have permanent residence status in Australia by the closing date for applications.

Applicants normally will have obtained their primary qualification not more than 10 years previously.

2. Selection

The selection and ranking of applicants will be undertaken by the MS McLeod Selection Panel. Criteria for awards will be the academic merit, abilities and skills of the applicant, the feasibility of the project to be successfully completed in the department(s) of choice and the referees' reports. Only applicants of high academic achievement will be considered for scholarships.

Interviews with applicants may be held at the discretion of the selection panel.

Award of scholarships will be subject to acceptance for higher degree candidature of the University concerned.

The Trustees reserve the right not to grant an Award.

3. Tenure

A scholar will undertake a supervised research project in conjunction with a Department(s) of WCHN, WCHRI, and SA Pathology and a South Australian university (Adelaide, Flinders or Uni SA).

The research program which the recipient of the Award will undertake must be approved by the Head of the Department and Executive Director of WCHN, WCHRI or SA Pathology in which the work will be carried out.

The research program which the recipient of the Award will undertake must fulfil the requirements for the degree of Masters by Research or PhD in the nominated South Australian University.

The scholarship will be approved on an annual basis but is normally tenable, subject to satisfactory academic progress, for up to two years for studies for the degree of Masters by Research or up to three years for the degree of PhD. For PhD candidates an extension for up to an additional six months may be considered – ie to a total of three and a half years. Such an extension would only be granted where it can be demonstrated that inability to complete the degree within three years was caused by circumstances beyond the control of the student and related to his or her studies rather than of a

personal nature. All extensions are subject to the consideration and approval of the MS McLeod Trustees, in discussion with the university.

While there is an obligation on the part of the scholar to complete the tenure of their scholarship, scholars are also encouraged to apply for and take up other awards. No other scholarship or fellowship may be held concurrently.

Where a scholar has enrolled for the higher degree candidature prior to taking up the award or later suspends the award without intermitting the candidature, the maximum period for which the award is tenable will be reduced accordingly.

An award holder enrolling for a Masters by Research degree may upgrade to PhD studies provided that there is no interval between Masters and Doctoral candidature, or such an interval is covered by suspension of the award. Because a scholarship normally expires on completion of a degree, the student must ensure that the progression to PhD or suspension of the award is arranged before the Masters studies are completed.

The maximum period of the award for a student progressing from Masters by Research to PhD study is three years (or three and a half years if an extension is approved) from the date the student took up the award as a Masters student.

Scholarships are renewable annually, subject to satisfactory progress. Applications for renewal and extension are generally made in September each year in conjunction with application for the renewal of candidature on the prescribed form which is returned to the university's scholarships branch, with a copy to the WCHN Research Secretariat. In the event that progress is deemed unsatisfactory, and the situation is not resolved, the final option will be to terminate the scholarship.

If the work of the recipient of the Award is interrupted for a period of time the Trustees of the MS McLeod Research Fund may grant an intermission to tenure of the Award.

4. Remuneration

The stipend is **\$60,000 per annum**

The level of the stipend does not depend on the award-holder's personal circumstances.

This stipend is inclusive of the Thesis Allowance, Relocation Allowance, Maintenance Allowance and Leave Entitlements.

There is an additional Conference travel allowance of \$5,000 during tenure, to allow national and international presentations of the research.

5. Commencement

A scholarship may be taken up from 1 January in the year of offer and commencement is usually required by 31 March in the year for which the award is granted. Documentary evidence must be provided to verify the scholar's full-time enrolment in their chosen course and relevant ethics approvals.

Under special circumstances, a scholar may be permitted to commence study after 31 March but not later than 30 June. A letter is to be submitted to the Chair, MS McLeod Trust, for this to be considered.

The MS McLeod Trust may withdraw the scholarship and allocate it to another applicant if an applicant does not commence by the agreed date, fails to provide documentation required after a provisional offer or provides false or misleading documentation.

6. Leave

Leave entitlements are included in the stipend. Award holders are entitled to 20 days recreation leave per year, calculated on a pro-rata basis.

- no more than 20 days recreation leave may be accrued
- leave must be taken during the tenure of the award (intermission of candidature is not necessary)
- recreation leave which is not taken is forfeited
- the supervisor's agreement must be obtained before leave is taken
- an award holder may take up to two weeks paid sick leave within the tenure of their awards each year. For periods of illness lasting longer than two weeks, where medical certificates are provided, students may receive up to a total of three months paid sick leave which are in addition to the normal duration of the award

7. Employment

A scholar may undertake other paid duties for a maximum of eight hours per week, providing the scholar's supervisor is satisfied that this will not interfere with the progress of the research project and the approval of the MS McLeod Trust has been obtained.

8. Termination

A scholarship will be terminated upon submission of the thesis or when the award expires, whichever is the earlier. It will also be terminated before this time if WCHN / WCHRI / SA Pathology and/or University conclude that a student has not fulfilled the obligations of the scholarship, has not met or continued to meet eligibility criteria or has not made satisfactory progress, in accordance with the University's Scholarship Conditions of Award.

9. Supervision

Candidates will be subject to the relevant university's code of practice for maintaining and monitoring academic quality and standards in higher degrees. The Award must be undertaken in a Department of the WCHN, WCHRI or SA Pathology, under the supervision of individuals approved by the University for the purposes of the Masters by Research or PhD candidature.

10. Grievance procedures

The appropriate appeal procedures for higher degree candidates are those defined in the relevant university's policy and procedures for resolution of grievances by postgraduate students and/or the WCHN Code of Conduct for Research.

11. Student obligations

A scholar must abide by the NHMRC codes on human and animal experimentation, guidelines established by the Office of the Gene Technology Regulator and rulings of the safety and ethics committees of the WCHN (WCH campus) and the university. Research proposals must not be undertaken until there is appropriate Human Research Ethics, Animal Ethics or Biosafety Committee clearance of the research project. It is the responsibility of the recipient of the Award to provide a copy of ethical or biosafety clearances from the relevant committee to the Research Grants Officer, C/- Research Secretariat, Level 2, Samuel Way Building, WCH.

The Trustees will require a copy of the annual progress report required by the University to be forwarded to them C/- Research Secretariat, WCHN, within one month of the report being completed. The Trustees will require an annual report from the applicant detailing their progress, and will require annual certification from their supervisor of satisfactory progress.

At the conclusion of the Medical Postgraduate Scholarship, the holder of the Award will be required to provide a final report to the Trustees of the MS McLeod Research Fund outlining the research carried out by the recipient during the period of the Award.

The Trustees will require copies of any publications regarding the research undertaken during this Scholarship. Support of the MS McLeod Research Fund must be acknowledged in any presentation or publication of the research undertaken during this Scholarship.

Award holders are required to notify the MS McLeod Trust, C/- Research Secretariat, WCHN, in writing in the event that they:

- discontinue their studies
- cease to study or cease to be enrolled on a full-time basis
- intermit higher degree candidature
- propose to study overseas
- change from PhD to Masters by Research candidature or vice versa
- change address or bank account
- change department
- submit a thesis.

A scholar is requested to give advice of any such change of circumstances at least ten working days **in advance** of the event in order to implement the necessary changes before payment is made. If a student receives benefits in excess of his or her entitlement as a result of a change in circumstances, the WCH Foundation will take action to recover the amount overpaid.

The recipient of the Award will be required to give his/her full time to the program of research and fulfil all other requirements of the University for the award of the degree of Masters by Research or PhD.

12. University Fees

Each scholar is required to pay the prescribed statutory fees (including Student Union Fee) set by the University.

Scholars may be exempt from payment of the Higher Education Contribution. However, this is the decision of the University in which the student is enrolled and applicants are advised to discuss this with the University's scholarship office. The WCHN / WCHRI / SA Pathology is unable to accept responsibility for HECS payment.

13. Intellectual Property / Commercialisation

The University's Intellectual Policy shall apply to any intellectual property created during the project, except in relation to any intellectual property created which is included within the scope of any existing commercial arrangement either the University or WCHN, WCHRI or SA Pathology may have, in which case the recipient will be required to assign the intellectual property to the relevant institution with such existing commercial arrangement and the following clause shall apply.

"Subject to the above clause, as modified from time to time, or to any arrangements to the contrary in a particular case, *Schedule 3 of the Government of South Australia Intellectual Property Policy shall apply as if the recipient of the award is an employee of SA Health*"

14. MS McLeod Trust representation

In all matters the representation of the MS McLeod Research Fund is a function of the Trustees of the Fund. Accordingly, while an applicant for the Award or a staff member of the WCHN, WCHRI or SA Pathology may have occasion to discuss aspects of the granting of the Award with other staff, no undertaking or assurance is authorised, or can be binding on the MS McLeod Research Fund or its Trustees, unless it is set out in a formal letter from the Trustees of the MS McLeod Research Fund.

15. Enquiries and information

Applicants should discuss with the Head(s) of the relevant Department(s) or Executive Directors of WCHN, WCHRI or SA Pathology the research project and seek the co-operation, support and availability of supervision of the Department(s).

Further information may be obtained from:

Ms Katherine McPhail
Research Grants Officer
C/- Research Secretariat
Women's and Children's Health Network
Level 2, Samuel Way Building
72 King William Road
NORTH ADELAIDE SA 5006
Tel: 08 8161 8175 or Email: katherine.mcphail@health.sa.gov.au

on behalf of:

**Trustees of the MS McLeod Research Fund
WCH Foundation Inc.**