

# Prince Henry's Institute Graduate Excellence Award

## Guidelines for Applicants

Prince Henry's Institute (PHI) is committed to improving the quality of life through investigation of hormones and applying this research in the clinical context.

The institute has a commitment to train postgraduate students and foster their development during the early stages of their career.

The PHI **Graduate Excellence Awards** provide additional financial support for outstanding students undertaking their PhD training at PHI. Successful applicants receive a \$5,000 p.a. stipend on top of their existing tax exempt scholarship.

For 2010, the Institute is anticipating making three awards which will commence in 2011; one of these awards has been sponsored by Smart Salary. It is hoped that in future, with additional philanthropic support, the number of awards will increase.

## Conditions of the Award

The following eligibility criteria are to be met:

1. The Award is only available to postgraduate scholars enrolled full-time in a higher degree by research (HDR) at an Australian university. Postgraduate students at PHI may be enrolled through any Australian university (subject to the university's approval). Preference will be given to candidates that are newly arrived at PHI and have recently (within the past year) commenced a HDR candidature, or have not previously applied for a Graduate Excellence Award.
2. Scholarship requirement. At the time of application, the applicant must have obtained, or have applied for, a premiere scholarship. This may be an:
  - a. Australian Postgraduate Award, or
  - b. NHMRC Postgraduate Research Scholarship administered by PHI, or
  - c. Equivalent award to be administered by PHI.Students that consider they will obtain such a scholarship may be considered, but evidence of award is required.
3. Awards are made on a competitive basis and PHI reserves the right not to make an award if there are no applicants of sufficient standing. The maximum number of Awards in any one year is determined by funding, it is hoped this number will increase over time.
4. Continued receipt of this scholarship requires satisfactory performance and ongoing university enrolment.
5. This Award is not given concurrently with any other that provides funds to a similar value. Where the student is already in receipt of such an award, the PHI Graduate Excellence Award may be deferred until the similar award is completed.

## Examples to guide applicants:

- A. You are on track for a H1 and want to do a PhD at PHI next year.  
√ - You should apply for a PHI Graduate Excellence Award. You will need to be awarded a scholarship to be eligible; please provide evidence of your application for an APA when applying (Monash U. & U. of Melbourne close 31 October each year).
- B. You arrived at PHI this year to undertake a PhD and have an Australian Postgraduate Award (APA) scholarship.  
√ - You are invited to apply for a PHI Graduate Excellence Award.
- C. You have been at PHI for a year and applied for a NHMRC Scholarship in July. The NHMRC results are not out yet and you are unsure whether to apply for a Graduate Excellence Award.  
√ - You should apply for a PHI Graduate Excellence Award. If you get the NHMRC Scholarship you will be eligible, however if you wait then you might miss out in future years as newly arrived applications will be given preference. When the NHMRC releases the results of this year's funding round (usually in November) the institute will be made aware of the outcome to your application.
- D. You are in your third year (or beyond) of your PhD and already have a scholarship.  
X - The Graduate Excellence Award is targeted at attracting new HDR students to PHI. At

the moment the institute only has funds for few awards and it is likely that newly arrived applications will be given preference. PHI is endeavouring to increase the number of awards that can be made; so on balance now may be best not to apply.

### Advice for applicants

- Applicants are strongly encouraged to begin preparing and submit their application well before 31 October – the closing date for applications (including APA).
- Applicants must identify a project and discuss this with their potential PHI supervisor before applying. A list of PhD projects is available from the PHI webpage (<http://www.princehenrys.org>). Alternatively students may contact the head of a PHI research group in their area of interest to discuss possible projects.
- Approach the university department where you plan to do your PhD (for an APA you can only be ranked in one school) and make yourself known.
- Treat your scholarship application like a job application - sell yourself to the selection committee
- Submit all relevant information to support your application.
- Provide evidence of outstanding academic merit and research potential.
- Provide Publication details including:
  - the nature and standing of the journal
  - details of authorship and your contribution
  - publication status (submitted, in press (accepted for publication), or published (provide evidence))
  - any citations
- Prizes:
  - highlight academic prizes
  - other prizes may be included
- The Research Proposal
  - discuss your research proposal with your prospective supervisor
  - only a brief preliminary research proposal is required
  - can be changed later, but is looked at by the selection committee

### Selection Process

Only applications that meet the eligibility criteria will be assessed (as outlined in the Conditions of the Award). The selection panel will look for the following aspects:

- i. A carefully prepared application with objective evidence of the applicant's academic standing and research potential.
- ii. Academic record
  - Honours results (H1 or H1 equivalence) (Honours mark is important)
  - Undergraduate (focus on third year)
  - Awards, prizes or scholarships
- iii. Research potential
  - Honours research project
  - Publications and % contribution (refereed compared to conference)
  - Demonstrated research experience (laboratory, fieldwork, industrial, etc.)
- iv. Referees' reports
  - Strong endorsement from an academic(s) and / or non-departmental referee
- v. Other relevant work experience
  - Vacation scholarships, research assistantships etc.

### Application Process & Timeline

1. Applicants must **complete the Application Form** and **submit 3 hard copies (1 original and 2 copies)**, including all supporting documentation, to the address below by the due date (**October 31**).
2. A referee's report is required and applicants must ensure that their referee forwards a completed Referee Report Form to the address provided.

Applications will be assessed by a selection panel and scholarships awarded on the basis of the applicant's academic excellence and research potential. An interview with the selection panel may

be required.

Applications should be received by **October 31** of each year. The selection panel aims to reach a decision by the end of November, and applicants will be notified in December.

Applicants should notify Neil Owens (address below) of the outcome of their PhD scholarship applications (APA, NHMRC Postgraduate Research Scholarship, etc.) when they become available.

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