

Important Information

Please read these notes and instructions carefully before completing the Application Form.
Applications Close 8 February 2008

INFORMATION INDEX

Application Form	General information, instructions, and the Application Form.
Appendix 1	Two Referee Reports for you to forward to academic referees of your choice.
Appendix 2	Information on where to lodge your application, how many copies, and definition of "certified".

CLOSING DATE

It is extremely important that you provide all information, in the format requested, by the due date. Evidence of postage by the due date is not sufficient. The application and all documentation must be received by 5:00pm on Friday 8 February 2008.

No applications or documentation will be accepted after that time.

Where applicants cannot verify a claim in the requested format it will not be considered.

ADMISSION

This application constitutes your application for both admission to the course and a scholarship. Applicants need to demonstrate prior research experience, either through an appropriate course of study, such as Bachelor Honours, a research masters degree, a postgraduate coursework degree that includes a substantial research component, or a coursework degree and additional research experience or output.

Applicants claiming academic equivalence for admission must present supporting documentation. You should address knowledge of research methodology and the ability to undertake academic writing. You may also present information about specialist knowledge and skills relevant to the area of study.

Any applicants who are hoping to transfer from another university (with or without scholarship) should be aware that as per the Research Training Scheme Guidelines they may not be able to 'restart' their maximum time period at UWS. If you are in this category you should confirm how much time you will be allocated at UWS. New candidates will be allocated a maximum of four years for doctorates and two years for Masters (full time) in which to complete the degree.

Please refer to the web for full details of the UWS Admission Criteria:
<http://www.uws.edu.au/about/adminorg/devint/ors/degrees/prospective/admissioncriteria#3>

ELIGIBILITY FOR SCHOLARSHIP

This scholarship is available to Australian citizens, Australian permanent residents, New Zealand Citizens only. International Students are ineligible to apply. Applicants are ineligible for scholarships if they already hold a degree at the same level as the one for which they are applying.

CRITERIA FOR SELECTION

The criteria for allocation of awards are primarily based on academic merit. Applicants should hold at least the equivalent of an Australian First Class Honours degree. This is a four year degree with a major research project in the final year, with a score of at least 80%. Academic merit includes undergraduate performance, bachelor Honours awards, other postgraduate degrees, publications in refereed journals, and the presentation of conference papers. When assessing applicants, the selection panel may take into consideration other relevant experience. You are asked to provide full bibliographic details of publications.

PROVISIONS AND CONDITIONS OF THE AWARD

The tenure for doctorates is usually three years, and for research masters two years. The tenure of the award will be reduced by any previous study undertaken toward the degree at any Institution.

Scholarship recipients are restricted in the amount of paid work they may undertake while receiving the award and may not receive another, similar salary or scholarship to undertake their particular research project. Minor top-up allowances are allowed.

Part-time awards:

Part-time awards are not exempt from income tax and the paid work limits are the same for part-time and full-time students. Applicants may apply for a part-time award on the grounds that they are prevented from studying full-time due to illness, disability, heavy care commitments of either young children or elderly/sick relatives. Applicants for part-time awards must include a statement outlining their eligibility and include appropriate documentation (eg. Medical certificates).

Stipend:

Each award provides a tax-free, index-linked stipend of \$30,007 per annum.

COMMENCEMENT

The successful candidates will commence their course of study no later than 31 March 2008.

ACADEMIC CONTACT DETAILS

You are advised to contact one of the following academics to discuss your proposal prior to submitting an application:

Professor Phillip O'Neill
Email: p.oneill@uws.edu.au
Phone: +61 2 8833 5988

Assoc Professor Donald McNeill
Email: d.mcneill@uws.edu.au
Phone: +61 2 8833 5915

INSTRUCTIONS – COMPLETING THE FORM

Personal Details:	Past and present UWS candidates should indicate their student ID number. Please remember to inform the University if your contact details change.
Course selection	Please indicate your choice by placing a tick in the relevant box.
Scholarship selection	Two scholarships are available. Please tick the box to indicate the scholarship you are applying for. Applicants may apply for one or both scholarships. Please nominate the title of your proposed research.
Question 4	If you are an international student (i.e you are not an Australian Citizen, New Zealand Citizen or Australian Permanent Resident) you are ineligible to apply for this scholarship.
Required Attachment	All applicants must attach certified (see Appendix 2) proof of their residency status – certified copy of visa, passport, birth certificate or citizenship papers etc.
Specified Attachment	Recent permanent residents whose courses were all completed overseas must attach evidence that the language of instruction was English, or attach an English Language Test Result.
Question 5	Include ALL ATTEMPTED tertiary level courses. It is important to indicate at 'Course Type' whether you conducted independent research projects during your postgraduate studies, and what proportion of the whole degree the project/s represented.
Specified Attachment	Students whose courses were all completed overseas must attach evidence that the language of instruction was English, or attach an English Language Test Result.
Required Attachment	All applicants must attach certified copies (see Appendix 2) of Testamurs (certificates of graduation) AND academic transcripts for all courses showing subjects undertaken and marks obtained.
Question 6	Prior to submitting your application you are advised to contact the nominated academic to discuss the project.
Required Attachment	Applicants for admission – You are required to attach a brief research proposal. Please discuss this requirement with the nominated academic (see project information sheet). Please Note: Applicants who wish to apply for BOTH scholarships must attach two research proposals. Please indicate the name of the scholarship on the front page of each proposal. Applicants for 'scholarship only' must attach a brief (one page) progress report and a timeline for completion.
Question 7	Include any additional research experience, summer research projects, research outcomes such as publications, exhibitions, performances or conference presentations and any relevant work experience.
Specified Attachment	You may attach a résumé or attach extra sheets as necessary. List publications in full, including bibliographic details - clearly show where and when published (including page numbers), and authors. Any conference presentations listed should include details of the name and location/date of the conference and if the paper was published in proceedings. You may be asked to forward full copies of publications later, but should not include them with your application.
Question 8	Australian Government awards also include Australian Postgraduate Awards, Australian Postgraduate Awards (Industry) and International Postgraduate Research Scholarships.
Question 9	You should choose referees who are familiar with your recent academic work or research. You must complete the appropriate section on the attached referee reports and send them to the people nominated here, but should note that UWS also reserves the right to approach the referees personally if required.
Submitting the Application	Refer to Appendix 2 for information about the number of copies required, address for lodgement and certification of documents.

APPLICATIONS CLOSE 8 FEBRUARY 2008

TYPE OR PRINT ALL ANSWERS CLEARLY

1. Personal Details UWS Student ID (if applicable)

Title Family Name

Given Name(s)

Preferred Name Gender Male Female Date of Birth DD / MM / YYYY

Postal Address

Unit		Street		Street	
Subur				State	Post
Count					

Residential Address (If different from above, note post office box numbers are not acceptable)

Unit		Street		Street	
Subur				State	Post
Count					

Home Phone Number Work phone number Mobile phone number

Email address

2. Course Selection Details

I wish to apply for:

Admission and Scholarship	<input type="checkbox"/> (usually full-time study only)
Scholarship Only	<input type="checkbox"/>

At course level: PhD

If successful your candidature will commence in the Autumn Session 2008.

3. Scholarship Selection Details

I wish to apply for the:	Proposed Project Title:
<input type="checkbox"/> Urban Economy Scholarship	<input style="width: 500px; height: 40px;" type="text"/>
and/or	
<input type="checkbox"/> ARC Discovery Airports Scholarship	<input style="width: 500px; height: 40px;" type="text"/>

4. Citizenship and Australian Residency Status

If you are an international student (ie. you are not an Australian or New Zealand citizen or an Australian permanent resident), you are ineligible to apply for this scholarship or an RTS place.

<input type="checkbox"/> I am of Aboriginal or Torres Strait Islander Descent	
<input type="checkbox"/> I am an Australian or New Zealand Citizen	<i>If yes, you must attach a certified copy of your Birth/Citizenship Certificate or Passport</i>
<input type="checkbox"/> I am an Australian Permanent Resident	<i>If yes, you must attach a certified copy of your Permanent Residency Visa</i>

Date you arrived in Australia / / Date Permanent Resident status granted / / Type of Visa

5. Academic Qualifications

*Give details of all degrees completed, attempted but not completed, or for which you are currently enrolled. You must attach a **certified** copy of your academic records. Evidence provided must indicate the current status of the degree: in progress, completed, awarded and your results for each subject/unit.*

Applicants whose courses were all completed overseas must attach evidence that the language of instruction English, or attach an English Language Test Result (IELTS or TOEFL)

UNDERGRADUATE – include present enrolment					
Course Title	Course Type	Institution	Years of study	Part-time or full-time	Completed
					Y / N
					Y / N
					Y / N
					Y / N

It is important to indicate at course type below whether you conducted independent research projects during your postgraduate studies, and what proportion (%) of the whole degree the projects represented.

POSTGRADUATE – include present enrolment					
Course Title	Course Type (coursework or research)	Institution	Years of study	Part-time or full-time	Completed
					Y / N
					Y / N
					Y / N
					Y / N

Were any of these courses completed or attempted outside of Australia? Yes No
 Course: Language of Instruction:

Did any of the courses listed above contain a research component? Yes No
 Course: Word length: Title:

If any of the courses listed above (undergraduate or postgraduate) were not completed, please list your reasons for not completing. If you wish to transfer from another institution to UWS, please list your reasons for wishing to transfer.

Course Title	Reasons for not completing/wishing to transfer

6. Proposed Research

Currently enrolled candidates:

Supervisor Name Project Title

* Please attach a timeline for completion and details of your progress

Prospective candidates:

Who have you contacted to discuss your proposed project? 1. _____
2. _____
3. _____

Prospective candidates must attach a research proposal. If applying for both scholarships you should attach two proposals. Please indicate the scholarship name on the front page of each proposal.

7. Supporting Information

Have you attached details of research experience additional to courses at Question 5? Yes No

Have you attached details of publications and/or other research output? Yes No

Have you attached other supporting documentation? Yes No

8. Previous Scholarship Support

Have you previously received an Australian Government award? Yes No

Name of Award:

Year Awarded: Tenure of Award: Years Months

Awarded by which institution?

9. Academic Referees

Please provide the contact details of two academic referees who are familiar with your recent academic work.

REFEREE 1	Position Held: _____
Name	_____
Postal Address	_____ _____ _____
Daytime Telephone	_____
Email	_____

REFEREE 2	Position Held: _____
Name	_____
Postal Address	_____ _____ _____
Daytime Telephone	_____
Email	_____

Further Information: If you require further assistance to complete this form please contact:

Scholarship Enquiries: Ms Tracy Mills
t.mills@uws.edu.au
Phone: +61 2 4736 0966

Admission Enquiries: Student Administration Postgraduate Research Unit
sa-research@uws.edu.au
Phone: +61 2 4736 0665

Is your application complete?

We cannot always undertake to inform you of missing or incorrect documentation. Please use the checklist below to ensure that your application is complete.

If you require confirmation of receipt of this application please enclose a STAMPED, SELF ADDRESSED ENVELOPE. A date-stamped photocopy of the front page of the application will be returned to you.

CHECKLIST

Your name -----

Have you completed all relevant sections of the form? Yes No

REQUIRED ATTACHMENTS:

Certified copy of residency/citizenship status (Q4) Yes No

Certified copy of ALL tertiary graduation certificates (Q5) Yes No

Certified copy of ALL academic transcripts (Q5) Yes No

Research proposal/s OR research progress report (Q6) Yes No

OTHER ATTACHMENTS:

Certified proof of English language eligibility (Q5) Yes No

Extra supporting information re publications etc (Q7) Yes No

ACADEMIC REFEREE REPORTS:

Applicant sections completed Yes No

Referee Reports forwarded to referees Yes No

DECLARATION AND SIGNATURE

I declare that I have read the instructions at the beginning of this form as well as the appendices, and declare that all the information submitted is true and complete.

I authorise the University to obtain available official records from any educational institution attended by me. I understand that the University is not responsible if any institution does not provide these records.

I authorise the University to verify any information provided by me, including academic records and employment details.

I understand that the University may reject my application or revoke any offer of admission if it finds any information a provided in relation to my application to be incomplete, inaccurate or misleading.

I understand that, other than as authorised or required by law, the University will only use information collected via this form for the purposes for which it is being collected and in accordance with the University's functions and activities associated with my enrolment. Some specified information will be provided to third parties such as DEST, other government and external agencies, and to the student associations where there are requirements on the University to do so. All information will be collected, stored, accessed, disseminated, or destroyed in accordance with relevant privacy and records management laws, other laws and the University's policies and practices.

I agree to abide by the University of Western Sydney Act, the University of Western Sydney By-Law and the Rules and Policies of the University as they apply from time to time. I also understand that it is my responsibility to ensure that I review the By-Law, Rules and Policies of the University during my period of study, as they are subject to change.

I agree to abide by the Institution's Conditions of Award as amended from time to time.

Signature of Applicant

Date

Name of Applicant

APPENDIX 1 Academic Referee's Report

CRICOS Provider No: 00917k

Important Information

Please complete the appropriate sections of this application in **BLACK INK** using **CAPITAL LETTERS**.
This Report is confidential and must not be returned to the applicants.
This Report must be submitted before the closing date 8 February 2008

The applicant must submit one copy of this form to each of the referees nominated on the Application Form. These referees should be closely connected with the applicant's most recent academic work.

The *applicant* should complete Section 1 and the *referee* should complete Section 2 before returning the report to the address below.

Section 1 APPLICANT DETAILS (to be completed by the Applicant)

Title Family Name

--	--

Given Names

--

Postal Address

Home Telephone Number

--

Work Telephone Number

--

Mobile Telephone Number

--

Email address

--

Degree sought

--

Project Title

--

Section 2 REFEREE'S DETAILS (to be completed by the Referee)

Title Family Name

--	--

Given Names

--

Position held

--

Postal Address

Work Telephone Number

--

Email address

--

State briefly how you know the applicant

--

If appropriate please indicate the predicted Honours or other result:

--

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Section 1 APPLICANT DETAILS (to be completed by the Applicant)

Title	Family Name	
<input type="text"/>	<input type="text"/>	
Given Names		
<input type="text"/>		
Postal Address		
<input type="text"/>		
<input type="text"/>		
<input type="text"/>		
Home Telephone Number	Work Telephone Number	Mobile Telephone Number
<input type="text"/>	<input type="text"/>	<input type="text"/>
Email address		
<input type="text"/>		
Degree sought		
<input type="text"/>		
Project Title		
<input type="text"/>		

Section 2 REFEREE'S DETAILS (to be completed by the Referee)

Title	Family Name
<input type="text"/>	<input type="text"/>
Given Names	
<input type="text"/>	
Position held	
<input type="text"/>	
Postal Address	
<input type="text"/>	
<input type="text"/>	
<input type="text"/>	
Work Telephone Number	Email address
<input type="text"/>	<input type="text"/>
State briefly how you know the applicant	
<input type="text"/>	
If appropriate please indicate the predicted Honours or other result:	
<input type="text"/>	

Office of Research Services
Locked Bag 1797, Penrith South DC NSW 1797

Urban Economy Scholarship
ARC Discovery Airports Scholarship

CRICOS Provider No: 00917k

APPENDIX 2

CERTIFICATION OF DOCUMENTS AND LODGING YOUR APPLICATION

CERTIFICATION OF DOCUMENTATION

The person who certifies your document/s must be contactable by telephone during normal working hours. This person may be:

- An authorised officer at:
 - any Student Centre of the University of Western Sydney
 - any other university or TAFE College
 - the official records department of the institution that originally issued the document/s
 - an Australian overseas diplomatic mission and Australian Educational Centres
 - the Universities Admissions Centre
- A Justice of the Peace with a registration number
- An accountant - must be a member of the Institute of Chartered Accountants in Australia, or the Australian Association of Taxation and Management Accountants or be a Registered Tax Agent
- A bank manager, but not a manager of a bank travel centre
- A credit union branch manager
- A commissioner for declarations
- A barrister, solicitor or patent attorney
- A police officer in charge of a police station, or of the rank of sergeant and above
- A postal manager
- A Principal of an Australian secondary college, high school or primary school

You cannot certify your own documents, even if you belong to one of the categories listed above.

The Certifying Officer must print "I certify this to be a true copy of the document shown and reported to me as the original." on the document, as well as their name, address, contact telephone number, profession or occupation or organisation, the date and then sign the document.

The Certifying Officer should also include the official stamp or seal of the certifier's organisation on the copy, if the organisation has such a stamp.

In addition to the above, a Justice of the Peace must also print their registration number and provide details of the state in which they are registered.

Copies certified by a Justice of the Peace without a registration number will NOT be accepted. To find a Justice of the Peace in your area, check the public register of JPs available online from the NSW Attorney-General's Department at www.lawlink.nsw.gov.au.

FURTHER INFORMATION

If you require further assistance to complete this form, please contact:

Scholarship enquiries: Research Scholarships Development Officer
Email: t.mills@uws.edu.au
Phone: +61 2 4736 0966

Admission enquiries: Student Administration (Operations) Postgraduate Research Unit
Email: sa-research@uws.edu.au
Phone: +61 2 4736 0665

LODGING YOUR APPLICATION

You must submit one original application form plus all the attachments.

Please staple the attachments to the application form in section order. Please do not enclose the application in special files or folders.

If you require confirmation of receipt of this application, please enclose a stamped, self-addressed envelope. A date stamped copy of the front page of the application will be returned to you as confirmation.

Please send your complete application and required copy to:

Research Scholarships Development Officer
Office of Research Services
Penrith Campus, Bld K.1.37
University of Western Sydney
Locked Bag 1797
Penrith South DC NSW 1797
AUSTRALIA

Street Address:
Penrith Campus, Bld K.1.37
Second Avenue
KINGSWOOD NSW 2747

CLOSING DATE

It is extremely important that you provide all information, in the format requested, by the due date. All documentation must be received by 5:00pm on Friday 8 February 2008.

No applications or documentation will be accepted after that time. Where applicants cannot verify a claim in the requested format it will not be considered.