

Higher Degree by Research Prizes Policy

(Formerly incorporated into the Higher Degree by Research Scholarships and Prizes policy (RES 9))

POLICY NO: RES 21

DATE OF APPROVAL: November 2016

REFERENCE AUTHORITY: Deputy Vice Chancellor and Vice President (Research & Innovation); Dean of Graduate Studies (Chair of Research Degrees Committee)

CROSS REFERENCE:

[Academic Regulations for Higher Degrees by Research](#)

[Code of Practice: University philanthropic activity](#)

[Higher Degree by Research Scholarships](#)

Preamble

- [Definitions](#)
- [University approach to prizes](#)
- [Establishment and award of prizes](#)

Preamble

The purpose of this policy is to establish the general principles underpinning the recognition of eligible students' academic achievement through prizes.

This policy does not apply to:

- prizes for undergraduate students; or
- prizes wholly administered by organisations external to the University.

Definitions

Prize

A prize is selected on academic merit to acknowledge outstanding academic achievement in a course, group of courses or program, in accordance with the selection criteria. A prize may take the form of a certificate or letter of recognition, a plaque or medal, a subscription or membership, nominated items or monetary reward.

University approach to prizes

1. Prizes are of strategic significance to the University's competitive, research and equity aspirations and indicate the University's commitment to academic and research excellence, social responsibility, equity and diversity.

2. The University's Research Degrees Committee (RDC) will report new prizes, or major amendments to prizes, to Academic Board on an annual basis.

3. The University will support growth in the range and number of prizes congruent with its strategic intent through setting aside funds for prizes to be established, actively encouraging donations from industry, government, business and community organisations, alumni and philanthropists, as well as through allocation of earned income by the University.

4. All external funds received for the purpose of an approved prize may be directed via the University's Foundation and will be managed in accordance with the principles outlined in the [Code of Practice: University philanthropic activity](#), for the purposes specified by the donors. The University will report annually on the use of the funds to the donors or their trustees.

5. The University reserves the right not to accept prize funds from a donor, and not to accept particular conditions on funding, or the requirement to impose certain criteria associated with a new prize.

6. If, for any reason, a donor is unable to meet the financial obligations associated with a prize, the University will not be responsible for providing ongoing payments to prize recipients.

Establishment and award of prizes

7. The University may recognise its most outstanding research degree students or graduands by the awarding of University prizes under clause 9 in this policy.

8. The University will select research degree students for a prize against published selection criteria.

9. Procedures for research degree prizes

9.1 The Dean of Graduate Studies, in conjunction with the Student and Academic Services and Advancement Services, is responsible for managing relationships with donors of prizes that are specific to research degree students and graduands, including recommending ways to formally acknowledge donations through naming of prizes (subject to conditions) and where appropriate, through publication in graduation ceremony booklets.

9.2 Each new prize will be formalised through a written agreement with the donor, detailing financial arrangements, selection criteria and other relevant considerations. All agreements are to comply with the Vice Chancellor's designations established by the University's Council.

9.3 The Dean of Graduate Studies, or delegate, will establish appropriate selection panels to determine the prize winner according to the prize documentation approved by Academic Board.

9.4 The Dean of Graduate Studies, or delegate, in conjunction with Student and Academic Services and Advancement Services, will be responsible, where applicable, for:

- a. advising prize winners of their award
- b. advising prize donors of the outcome of the selection for that year
- c. arranging presentations of awards
- d. ensuring that any certification and/or gift and/or financial component is provided in a timely manner
- e. where appropriate, through publication in graduation ceremony booklets.

9.5 Research Degrees Committee, through the Dean of Graduate Studies, will report all prize winners (and prizes which were not awarded) to Academic Board each year.

9.6 Student and Academic Services will maintain a register of all prizes offered.