

Northcote Postgraduate Scholarship

The Northcote Trust is a registered charity No. 207813

Terms and Conditions

The Northcote Postgraduate Scholarship scheme is administered by the Britain-Australia Society on behalf of the Northcote Trust.

Scholarships are to enable students normally resident in the United Kingdom to undertake a higher degree at an Australian University for a period of up to three years. Applicants must ascertain their eligibility for an Australian postgraduate programme. There are no limitations on the field of study. Applications must demonstrate a clear reason for study to be undertaken in Australia.

The scholarship will provide economy class return air fares to Australia, payment of compulsory fees and scholastic charges at an Australian University, compulsory medical insurance and an inclusive allowance (currently A\$30,000 per annum, paid quarterly). Successful candidates must make the outward journey within the first calendar year of the award being granted.

Applications must be supported by the official application form, which includes:

- a) Your details and qualifications
- b) A statement from the applicant on the nature of the proposed course and/or the research project/dissertation
- c) A statement demonstrating why the study must be undertaken in Australia
- d) A curriculum vitae

The Applicant must also provide:

- e) Two references from persons in a position to assess the academic potential and character of the candidate
- f) A "Firm Offer" from the University. If a firm offer has not yet been received then a statement from the host institution in Australia indicating that the programme of study can be appropriately pursued there, and that the candidate is eligible for admission and has been given provisional acceptance.

Information provided by the applicant will be retained for the purposes of administering the Trust as described in the Data Protection Statement which can be found at the end of this document.

Neither the Fund's Trustees nor the Britain-Australia Society can entertain providing successful candidates with funds over and above the research award or for more than three years. "OSHC" health cover is basic cover for a single person for the duration of study.

Scholars will be required to submit twice-yearly reports on research progress, one of which to include expenditure under the grant with a supporting statement from their Australian supervisors. Continuation of the grant will depend on satisfactory reports. A comprehensive report on completion of the programme of study is also expected.

Application forms may be obtained from <http://bit.ly/NCTscholarships>, or: the Administration Manager, Britain-Australia Society, Australia Centre, Strand, London WC2B 4LG (adm@britain-australia.org.uk) to whom completed forms should be returned not later than **23 August 2019**

Awards will be notified before the end of October.

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Instructions on completing the application

The application form is intended to be completed electronically, saved to your computer and emailed to the Britain-Australia Society office. If for some reason you have difficulty with that process ensure that you have the latest free Adobe Reader software installed. See: <https://get.adobe.com/reader/> Failing that, please contact our office as below for instructions.

Your form should be named:

NCT19-<your surname>-APP.pdf

e.g. NCT19-SMITH-APP.pdf

Enter your surname and that of your referee into the filename of each Referee Form and save it as:

NCT19-<your surname>-REF-<referee surname>.pdf

e.g. NCT19-SMITH-REF-JONES.pdf & NCT19-SMITH-REF-BROWN.pdf

Section 1 – Personal Details

Section 2 – Academic Qualifications

There is space for up to 4 of your highest-level or most recent qualifications. Note that dates are MM/YYYY.

Section 3 - Course(s) and subject(s) for which you intend to apply

You may be applying for just one course, but if you are applying for several then you can list up to three here. If you are applying for more than three courses please contact the office for guidance. Degree is “PhD”, “MA” etc. Duration is entered in Yrs/Mths, e.g. “3 years” or “1 year 6 months”. Also give your best estimation of your date of travel to Australia and intended duration of stay.

Section 4 – Other Funding

If you have applied for any other scholarship(s) or funding then please give brief details here, otherwise enter “none”.

Section 5 – Finances

Here you can show that you have done some research on the costs involved in your prospective study. The pre-entered text is a guide only, you should overwrite it. Please indicate the currency and period, e.g. A\$300/month.

Section 6 – Referees

List here the names and contact details of your referees. More detail will be available on the separate Reference Request Form, a copy of which you will send to each of your referees.

Section 7 - How did you hear about the Northcote Scholarship?

If from a school, university, newspaper, website or other means then please let us know where you saw the scholarship promoted.

Section 8 – Confirmation

Clicking here certifies that the information you have provided is true and complete and that you consent to the privacy statement.

Section 9 – Statement on the Proposed Course

You have up to 2 pages to describe your intended project(s). You do not need to use both pages. Please note that if you are pasting information from another document you will need to paste separately into each page. Your description should not be overly technical but written for an intelligent, lay audience.

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Section 10 – CV

You do not need to repeat your contact details or academic qualifications as these have been included in sections 1 and 2. Please list any published works, relevant experience and/or work history here. You are not obliged to use both pages but two pages is the maximum. Please note that if you are pasting information from another document you will need to paste separately into each page. Be concise. Do not reformat the application form or change the font size to cram in more information.

Section 11 - Concise Statement on Why the Study Must be Undertaken in Australia

Here we are looking for a justification for studying in Australia rather than in Britain. This may, for example, be because of a particular field of expertise, leading expert or particular course.

Frequently Asked Questions

1) Do I have to be a member of the Britain-Australia Society to apply?

No. The Society only administers the applications on behalf of the Trust.

2) Does the Trust support undergraduate or post-doctoral study?

No, only postgraduate study is supported.

3) Does the Trust support a coursework degree?

Recipients of the scholarship usually enter a research-based degree and this is preferred. The Trustees may, at their discretion, approve a coursework-based degree. Coursework degree applications have been successful in the past.

4) Will the Trust support a partial degree?

The Scholarship is intended to support a complete course of study. It will not typically support part of a course.

5) What does “normally resident in the UK” mean?

You have been ordinarily resident in the UK for three years preceding your scholarship application AND are a UK citizen or have **indefinite** right of abode in the UK.

NB: if you have been resident on a study visa then this does not qualify.

For the purposes of the Trust the UK includes [The Crown Dependencies](#) and [British Overseas Territories](#).

6) What does the Trust pay for?

- a) Australian Visa fees, where required
- b) Economy class flights to and from Australia (see below)
- c) All University and College tuition fees, paid directly to the University
- d) Mandatory “Overseas Health Insurance” for the scholar (see below).
- e) A quarterly subsistence/stipend payment to assist with living expenses, e.g. accommodation, transport, food, study materials. The amount of the stipend is reviewed annually.
- f) Assistance with printing and binding of your thesis (for PhDs).

7) What does the Trust not pay for?

- a) The “Services and Amenities Fee”, levied by the Student Union or similar. This is approximately \$300pa (see <https://education.gov.au/student-services-and-amenities-fee>).
- b) Any costs after an initial three-year period
- c) Any other incidental expenses such as travel insurance, books, equipment, fines.

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8) How does health cover work?

The Australian Government requires that overseas scholars (and their dependents) take out mandatory health insurance known as OSHC. The Trust will pay for basic cover for the scholar only. If you need extended cover or to include dependants then you will need to pay the cost difference. There may be an insurance package arranged by the University. You may be able to arrange your own health cover but you will need to confirm with the University directly to ensure that the policy you select is acceptable. See <http://www.health.gov.au> for more details.

9) What flights are covered by the Trust?

The Trust will normally cover either an economy return or two economy one-way flights. We ask that you seek the best value for the Trust, for example a "student flight". You must obtain a quote and send it to the administrator for approval before finalising the booking. The flight will then be paid directly by the Trust, or reimbursed to you on presentation of the receipt and booking confirmation.

Some scholars plan to return to the UK during their study, for example for a visit home to family. If this applies to you and you prefer to book a return flight then the Trust may, at its discretion, agree to pay either:

- a) The whole return flight, in which case you will be responsible for your repatriation flight at the end of your study, or
- b) Half of the cost of the return ticket, in which case the Trust will also pay for your one-way flight at the end of study.

The return leg must be within 4 months of completion of your course.

10) Does the Trust arrange my visa?

The Visa is your own responsibility. The Trust will provide you with a letter confirming the financial support provided by the Scholarship. This is usually required by the University, and can also accompany your visa application. The cost of the visa will be met by the Trust.

11) Can I hold another scholarship along with the Northcote Scholarship?

Generally the answer is no, but the final decision is down to the Trustees whether an exception would be made for your particular circumstances. In any case the value of funding from the other scholarship may be deducted from the Northcote award.

12) What subjects can I study?

The Trust has no restriction on the subjects of study that it supports. The Trust has supported students studying cancer treatment, pneumonia virus, turtle migrations, international policing and security, conservation, chemosensory systems of sharks, Alzheimer's disease, glass-working and ocean currents, to name just a few.

13) What if I will not receive my unconditional offer before the deadline?

If you do not have a firm offer in hand the Trust will accept a communication from the University (usually from your prospective supervisor there) that your application and subject matter are acceptable to the University. The Trust will require sight of the unconditional offer if you are awarded a scholarship.

14) What are the timings?

Application forms are usually published in April. The deadline for submission of the completed forms and references is toward the end of August. An Evaluation Committee reviews the applications and makes recommendations to the Trust. The Trust has a meeting in October to determine the awards. The result is announced to all applicants.

15) Can you offer advice or feedback on my application?

As the Administrator for the Trust, The Britain-Australia Society distributes and collects the forms and checks them for completeness. The decision is recommended by an academic Evaluation Committee and the award made by the Trustees based on that recommendation. We cannot therefore enter into any discussion about the award process. We are also unable to give details of the outcome of your application other than whether you were successful, added to the "Reserve List", or unsuccessful.

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16) What is the “Reserve List”?

A list of scholars recommended by the Evaluation Committee is kept in case any of the awardees are unable to take up their scholarship. Once all of the awardees have confirmed their acceptance the Reserve List will be informed.

17) How many scholarships are awarded each year?

The number of scholarships awarded depends on the performance of the Trust investments and how many other scholars are currently being supported by the Trust. This decision is made at the time of the award in October. The Trustees have decided that at least one award will be made each year. The most awards made in one year recently was two PhD awards and one single year Masters degree, but this was not usual.

18) What subjects or qualifications will have the best chance of success?

Neither the Britain-Australia Society nor the Trust can enter into any discussion regarding this. Suffice it to say that:

- a) There is no restriction on the subject of study
- b) Demonstrated academic excellence is valued
- c) You should justify why Australia offers advantages to your proposed study.

19) Can I change my course once I have commenced?

Generally you cannot change the nominated course. In certain circumstances the Trustees will agree to changes of subjects, but this must be agreed with the Trust before any change is made.

20) Can I commence in Term 2 next year?

Yes you can – study must commence within one year of the award being granted.

21) Do I need to provide reports to the Trust?

Yes – a full report each October detailing, in terms understandable to a lay audience, your progress, plans, achievements and challenges as well as a personal account of your time in Australia and a brief accounting of your expenditure. A brief report from your supervisor is also required. In April a less-detailed, interim report is required. On completion of your course a comprehensive report – again in lay terms – is required. If your study results in a thesis then a copy of this would also be appreciated by the Trustees.

22) Should I aim to fill all of the space provided on the application form and can I attach additional sheets?

The space should be sufficient. It is limited to facilitate the job of the Evaluation Committee to review a number of applications. A succinct description of the course, resumé and rationalisation for Australia will be appreciated. Any supporting material other than the application form, offer and references will not be forwarded to the Evaluation Committee.

23) Can I change the font size or layout of the document so I can cram in more information or be creative?

No. Unusual fonts, photographs etc. can cause compatibility problems for us and are unacceptable.

24) I applied previously. Can I apply again?

There is no restriction on repeat applications. The Trust is financially limited in the number of scholars who can be supported so some promising applicants may have to be passed over in a given year. Please note that neither the Administrator nor the Trustees can enter into a discussion regarding how your original application was viewed or may be improved. That is up to you.

25) Do you help with finding accommodation in Australia?

No. You are likely to find guidance from your host university. Alternatively you may try the Australian [gumtree](#) noticeboard. If we have a scholar already in place at your intended university we will ask if they are happy to get in touch with you.

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Data Protection Statement

- a) In order to administer the evaluation of submissions, the award of scholarships, the ongoing administration of active scholars and process improvement, certain information is gathered and retained by the Trust.
- b) With reference to the UK Data Protection regulations and the European GDPR regulations the data held and duration of retention is limited to that necessary to perform the activities of the Trust.
- c) Any person whose information is held by the Trust may on request be provided with a transcript of that information.
- d) Any person who objects to their information being held has the right to that information being purged on request. Please note that this may affect the ability of the Trust to manage the scholarship.
- e) An overview of the information held is shown below. By making an application and/or accepting a scholarship you agree that such information may be collected and retained as described.

APPLICANTS

- Information provided on the application form, including:
 - Name, address, telephone and email contact details
 - Date of birth and gender
 - Nationality
 - Scholastic grades and results
 - Information provided by referees

Applicant information will be retained for one year after the award is decided after which only name, date of birth and course applied for will be retained indefinitely, so that the Trustees can see if an applicant has previously applied.

SCHOLARS

The details that were provided as an applicant, as above, plus:

- Description of the course and dates
- Contact details in Australia
- Record of grades achieved
- Bi-annual reports on progress
- Record of fees due and paid
- Banking details in the UK and Australia (for the reimbursement of flights and the payment of bursary)

Scholar information will be retained for the duration of study plus one year. The Trust will thereafter retain only the information shown below under "Alumni"

ALUMNI

- Name and contact details
- Course, period of study and grades achieved
- Biannual reports

On completion of the course Alumni information is retained indefinitely.

Note that, subject to clause d) above, the name, course and years of study of scholars and alumni may be published on the Trust website or in other promotional communications. If you agree then we may also include a photograph of you.