



## Te Herenga Waka – Victoria University of Wellington

### Summer Research Scholarship Programme Conditions – 2022/2023

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#### Purpose

Summer Research scholarships offer a unique opportunity for external organisations, academics and students to work together in research. Working with globally recognised researchers in a local setting, students gain valuable real-world experience as well as an insight into what research is all about.

Students are expected to work on a research project for up to 10 weeks (400 hours) over the summer trimester, under the supervision of well-established researchers or a research team at the University.

#### Eligibility

The Scholarship is open to students who have completed at least two years of their undergraduate degree and who are currently enrolled at any Australian or New Zealand University in an undergraduate, Honours, or the first year of a Master's degree.

Students enrolled in a PhD or Master's by thesis are not eligible

#### Application process

A completed online application must be submitted by **4.30pm, 19 September 2022**. Late or incomplete applications will not be accepted. Any required supporting documentation (including references) must also be received by 4.30 pm on the closing date for the application to be considered.

Once applications have closed, students are shortlisted by Faculty staff. Students will receive notification of the outcome from the scholarships office and successful students required to accept their scholarship, agree to the scholarship conditions and upload their bank details.

#### Payment details

Payments are made as a stipend, providing students remain engaged with their project and complete relevant milestones. The final payment is released when the supervisor confirms the final milestone is met, and the project complete. The request for the payment is sent directly from the student to the supervisor to complete via CommunityForce.

Note: Schools and/or faculties may have requirements additional to those outlined in this document (including agreements where necessary).

#### Conditions

1. The Scholarship is offered in specific areas of research approved by Faculty Research Committees in line with Te Herenga Waka – Victoria University of Wellington's Research Strategy. Projects must consist of research or activities directly related to research.

2. Each scholarship is valued at a minimum of \$8,000.
3. The scholar is expected to contribute 400 hours over a 10-week period. Faculties may request a scholar keeps time sheets.
4. The scholar agrees to complete an agreed research plan with defined research outputs in consultation with the supervisor.
5. At the time of application scholars should be enrolled in an undergraduate, Honours or first year Master's degree at any New Zealand or Australian university. (Students with experience in the relevant area of research may apply at the end of their second year if supported by an academic staff member).
6. Recipients must submit an application for enrolment to Te Herenga Waka – Victoria University of Wellington for the 2023 academic year by 1 November 2022, or have begun the process of enrolment to be eligible for the scholarship. In cases where students are moving on to PhD study, they must have applied by the 1 November 2022 round but not be starting their doctoral study until the end of the summer research period.
7. During the Summer Research period scholars must not be receiving any alternative scholarship support.
8. Scholarships are awarded on the basis of:
  - a. academic merit;
  - b. expertise in the research area; and
  - c. recommendations from staff associated with the research project.
9. Preference will be made to students moving from 3rd to 4th year of study.
10. Scholars acknowledge they cannot undertake any undergraduate or postgraduate studies at Te Herenga Waka – Victoria University of Wellington, or any other institution, during the term of the Summer Research Scholarship without prior approval from the supervisor and the Scholarships Office.
11. Scholars are not eligible if they have previously participated in two years of summer scholarships at Te Herenga Waka – Victoria University of Wellington.
12. The Scholar must be supervised by a qualified Te Herenga Waka – Victoria University of Wellington academic staff member or a research team.
13. Projects must be started by 30 November 2022.
14. Projects must be completed by the start of Trimester 1 2023, Te Herenga Waka – Victoria University of Wellington (other than under exceptional circumstances).
15. Should the scholar withdraw from the research programme, they may be required to repay the University for the full funds paid during the tenure of the Scholarship.
16. The scholar acknowledges the Scholarship may be terminated at any time at the sole discretion of the Scholarships Office on the recommendation of the Faculty for:
  - a. failure by the Scholar to make satisfactory academic progress in the approved programme of research;
  - b. any breach of any Te Herenga Waka – Victoria University of Wellington rule, regulation or agreement by the Scholar; or
  - c. any breach of these regulations by the Scholar.
17. Te Herenga Waka – Victoria University of Wellington may require repayment of any funds if it is not satisfied that the scholar is involved in the required research activity and is not complying with the conditions of the award.

18. The scholarship will be paid in four equal instalments. The final payment is released following the submission of a research report on completion of the scholarship term. The report must be written in collaboration with the supervisor and is expected to be brief but comprehensive. The final payment will only be released once confirmation of this completion is made online by the supervisor through CommunityForce.
19. Final payment dates will be confirmed by the Scholarships Office before 10 November 2022.
20. The final payment will not be made after 15 April 2022 (other than under exceptional circumstances).
21. The scholar agrees to participate in any publicity associated with this scheme arranged by Te Herenga Waka – Victoria University of Wellington.
22. The scholar acknowledges they are required to attend the orientation session prior to commencing this Scholarship.
23. The scholar acknowledges they are aware of the Summer Gold Competition and the opportunity to be involved in this initiative.
24. For externally funded projects, the scholar acknowledges that the project cannot commence before the agreement between all parties is signed.
25. Students working on externally funded projects may be required to sign an IP Deed, in line with Te Herenga Waka – Victoria University of Wellington’s Intellectual Property (IP) Policy.