



## SCHOLARSHIPS FOR PhD STUDY IN AUSTRALIA

Consult [www.adsafrica.com.au](http://www.adsafrica.com.au) for more information

The Australian Government is offering 15 PhD-level Australian Development Scholarships for the 2012 Intake (i.e. for a PhD that would begin in January 2012). The scholarships are for study in Australia at Australian Universities although it is preferred that any field research is undertaken in Africa.

Scholarships cover airfares to Australia, tuition fees, medical cover, a living allowance and a return airfare to your country of citizenship/residence in Africa in order to carry out fieldwork/research, a contribution to research costs (CRC), and yearly reunion airfares (where applicable). Female applicants and people with disabilities are encouraged to apply.

Study in Australia is subject to the successful applicant being issued with a visa by the Australian Department of Immigration & Citizenship (DIAC). As part of the visa application process, immigration authorities require candidates to undergo a full medical examination including a chest X-ray and an HIV/AIDS test.

Information about priority sectors, target groups and compliance criteria for the scholarships is outlined in the attached 'Desired Applicant Profile'.

Applicants who meet the criteria outlined in the 'Desired Applicant Profile' should submit the following documents by email to [application@adsafrica.org](mailto:application@adsafrica.org); or by hardcopy to The Program Manager, Australian Development Scholarships, GRM International, Private Bag X38, Hatfield, Pretoria, 0028, South Africa:

- a completed PhD Preliminary Application Form (PAF);
- all other supporting documents as set out in the PAF.

Applicants may download the application form and other documents from the Agriculture PhD page of [www.adsafrica.com.au](http://www.adsafrica.com.au) or contact GRM International by sending an e-mail to [leannez@adsafrica.org](mailto:leannez@adsafrica.org).

If you submit your documents by email, please submit them using the minimum number of emails possible, and submit them all at the same time. Ensure that the subject line in your email includes your name, country and the phrase "PhD Application". The Australia Awards for Africa Managing Contractor, GRM International (GRM-AAA) does not take responsibility for documentation that is submitted without clear identification. Ensuring that filenames for electronic documents are descriptive will ensure that submissions do not go missing. For example, include your name, the award you are applying for and a clear descriptor for the type of document, such as "John Smith, PhD, Masters Transcript.doc". Non-descriptive filenames such as "Scan 001.pdf" or "Mary 1.doc, Mary 2.doc" should be avoided.

**Failure to complete the PAF completely and correctly and submit all documentation requested will lead to automatic disqualification.**

The **deadline for submission** of preliminary applications is **31 July 2011**.

An independent selection panel, including representatives from the Government of Australia, will shortlist the candidates who best meet the criteria listed in the 'Desired Applicant Profile'. This will be undertaken during August 2011.

If you have not been contacted by mid-September 2011 for an interview, please consider your application unsuccessful. Only successful applicants will receive further communication.

Short-listed candidates will be invited for a subsequent face-to-face interview between late August and mid-September 2011.

**The Australian Government reserves the right to vary the number and conditions of scholarships available.**



## DESIRED APPLICANT PROFILE – AGRICULTURE PHD AWARDS

<p><b>Target Group</b></p>	<ul style="list-style-type: none"> <li>▪ You are an agricultural researcher currently employed by a National Agricultural Research Institute (NARI) or regional equivalent in Africa that meets citizenship eligibility as per details on the appropriate webpage.</li> <li>▪ You want to undertake a PhD through an Australian Institution:             <ul style="list-style-type: none"> <li>○ in order to advance a field of study that is a formally recognised priority for your government/employer; and</li> <li>○ that directly benefits existing, planned or desired research and development efforts of a NARI or regional equivalent</li> </ul> </li> <li>▪ Ideally, you are proposing a field of study/research that:             <ul style="list-style-type: none"> <li>○ is a formally recognised priority for your government/employer;</li> <li>○ reflects both a national and regional priority in Africa; and</li> <li>○ is of direct relevance to the research or development objectives of one or more of the four Australia-Africa Agricultural Partnerships being funded under the Australian Food Security Program in Africa (ACIAR – CIMMYT/SIMLESA; CSIRO – CORAF/BecA; ACTESA (with a focus on regional market integration, trade and biosecurity)).</li> </ul> </li> <li>▪ You have a clear vision for how you will use the knowledge gained and research undertaken through the PhD to improve policy and practice in your home country or region in the proposed field of study/research</li> <li>▪ You have a possible research proposal, budget and backing from an Australian University Supervisor and African Counterpart Institution Supervisor.</li> </ul>
<p><b>Eligibility</b></p>	<ul style="list-style-type: none"> <li>▪ You must meet the general minimum eligibility criteria for Australian Development Scholarships (attached), including Australian tertiary institution entry requirements (in most cases this will require that candidates possess an Australian recognised Masters Degree or equivalent).</li> <li>▪ You should have a minimum of 2 years relevant post- Masters work experience with your current employer or an employer of equal relevance to your proposed field of study.</li> <li>▪ Fieldwork is required to either be Africa-based (preferred) or in an Australian field location with direct applicability and transferability to a relevant African context.</li> <li>▪ You must be willing to make a formal commitment to return to your current employment following completion of the award.</li> <li>▪ You must have English proficiency of a standard at least equivalent to IELTS 6.5 (if required, English language proficiency testing will be arranged and paid for by the Australian Government if you are short-listed for a selection interview).</li> <li>▪ You must be no more than 50 years of age at the date of application.</li> <li>▪ Female candidates are encouraged to apply.</li> <li>▪ People with a disability are encouraged to apply.</li> </ul>
<p><b>Support Service Options</b></p>	<ul style="list-style-type: none"> <li>▪ Provision of IELTS or TOEFL tests for short-listed candidates</li> <li>▪ Provision of English Language Training on a case-by-case basis</li> <li>▪ Provision of course research support for short-listed candidates</li> <li>▪ Special needs assistance as deemed appropriate on a case-by-case basis</li> <li>▪ Standard ADS support conditions for awardees</li> </ul>



## General Guidelines for PhD Applicants

Please note that these guidelines are summarised. Please refer to the ADS manual if in doubt about the advice given here.

### Award Conditions

1. The PhD award is for a maximum of four (4) years. If pre-PhD English training is required, this may be provided in addition to this four years.
2. Fieldwork may be carried out in the home country or the country where you or your home / partner institution is conducting research, for a maximum period of one (1) year. The remaining period of study will be based in Australia.
3. AusAID will make a Contribution to Research Costs (CRC) up to a maximum of A\$10,000 per Award. Please see guidance below for details.
4. Yearly reunion airfares, in addition to the CRC, are available to candidates who are unaccompanied by their families while in Australia.

### How to approach your Research Proposal

1. Review the Powerpoint file, which is located on the Agricultural PhDs page of the AAAP website ([www.adsafrica.com.au](http://www.adsafrica.com.au)).
2. Prepare a brief outline of a Proposal for your field of research – see below for details.
3. When preparing your proposal you need to consider the fact that Australia has strict quarantine laws. This means there are restrictions on the import of animal and plant material into Australia and, where import is possible, it may require lengthy and expensive treatment that may affect any trial results. In some cases Customs may refuse to allow materials to be imported, particularly if there is the risk that they may carry disease, fungus or other contaminants that may adversely affect Australia's ecosystem.
4. Identify an appropriate University or area for your study. To do this you may use the AAA Course Information Guide, the web or send questions to the AAA Course Research Adviser, Judi Ward ([judi@adsafrica.org](mailto:judi@adsafrica.org)) for further guidance.
5. Remember to check the geographical and climatic characteristics of the location of the university if you are doing agricultural field work. Ensure that they are compatible with the geographical and climatic characteristics of the area to which the findings of your research will be applied.
6. Before talking or writing to a potential supervisor you should:
  - a. Familiarise yourself with the work being undertaken in the core Australian aid programs in Africa (AusAID-BecA, AusAID-CORAF, and ACIAR-CIMMYT/SIMLESA)
  - b. prepare notes that set out the research problem, say why it is important, and what you hope to achieve by doing the research;
  - c. read around the research topic from the most current literature;
  - d. note research methods used in the literature that may be useful;
  - e. consider where your research will be conducted;
  - f. if the research requires human participation, decide who you would like the research participants to be, and how you would gain access to them;
  - g. prepare some questions about the potential supervisor's research interests and experience.
7. Once you have identified one or several potential universities and carried out the steps in 6 above, locate their research staff to identify a potential Supervisor. You can do this by accessing Post-Graduate Research on most of the university websites. The AAA Course Research Adviser will also be able to provide contact details.
8. Contact the University Research Staff member with a courteous letter or email. Inform them that you are a potential AusAID-funded PhD student, and ask if they could look at your proposal to consider being your supervisor, or identify someone whom they feel may be able to assist you. The supervisor can then assist you to expand and finalise your proposal.
9. If you are planning to do research in your home country you will need to identify an in-country supervisor. The Australian University Supervisor will need to approve this nomination. S/He may know someone with whom the Australian University already has links. Therefore ask the Australian researchers if they have any suggestions. The Institution with which you are already working may have someone who can assist you.



10. You may spend only one year of your four year program conducting fieldwork / research in your home country or the country where you or your home / partner institution is conducting research.
11. AusAID has agreed to contribute up to A\$10,000 toward the cost of the research activities, a Contribution to Research Cost (CRC.) This budget for the CRC must be approved by the Supervisor. All costs must be accounted for by the Supervisor. This will not be a one off cash payment. Please see the Information on Contribution to Research Costs below.
12. Once you have identified a Supervisor/s and your proposal is complete you should fill in a Preliminary Application Form and submit it to the Program Unit Manager (PUM) at the relevant AAAP office, either in Kenya or Pretoria (you will be advised which). You do not apply to the Institution at this stage. You will be informed whether you have been awarded a scholarship; only then will you formally apply to the University, using the relevant AAA forms, which will be supplied. The PUM will also assist you with the remainder of the activities to be undertaken before you travel to Australia, such as visa applications.

## Research Proposal Outline

1. The majority of Australian Universities offer PhD programs that are based on the candidate undertaking a program of original scientific research though it may also be necessary for the candidate to undertake a period of formal course work. All PhD applicants **MUST** attach an outline of the proposed research project (up to 1000 words) to each preliminary application form. The outline should address the following:
  - 1.1. Proposed Title
  - 1.2. Objectives
  - 1.3. Relationship of this research to previous work in this field by yourself or others
  - 1.4. Significance and possible application of your proposed research to your country
  - 1.5. Proposed research method and plan including: (a) estimated schedule for completion; (b) plan and schedule of each step in research and thesis writing; (c) details of any planned fieldwork.
  - 1.6. Proposed research budget, ensuring it is in line with the CRC allowance and/or proposed allocation from the Partner Organisation.
  - 1.7. Details of a Supervisor at the relevant institution, including a letter or other documentation indicating support for the research proposal / PhD topic.
  - 1.8. Letter from your current employer/Partner Organisation institution indicating support for the research proposal / PhD topic and also indicating any additional support it will be providing.
2. Institutions may require a more detailed submission from PhD candidates. You will be asked for this later if required. It is in your best interests to prepare a more detailed submission to provide to Institutions if requested.
3. You **MUST** also attach **2 references** in support of your application for a research ADS.

## Information on Contribution to Research Costs (CRC)

The CRC will be dependent on the submission by the student of a fully-costed research proposal complete with budget<sup>1</sup>. It should not exceed A\$10,000. This proposal and budget should be developed in collaboration with, and must be approved by, the Australian Supervisor (and African Counterpart Institution Supervisor where applicable) and submitted to AusAID, via the AAA Course Research Advisor. Any modifications to the proposal and budget must go through the same process.

The CRC may include the following items:

1. One extra return airfare to the Student's Home Country or country in which they are conducting their research. Please note that the standard ADS conditions already allow one flight to the relevant country to conduct fieldwork. If a student is not accompanied by any members of their family they are also entitled to a return airfare to see their family at the end of each completed Academic year, although this airticket must be to the student's home country; exceptions are not permitted. These airfares could also be used at a time suitable to conduct the fieldwork if it is being conducted in the home country. These

<sup>1</sup> There may be some home country costs that can only be estimated at this stage. However, based on previous research done on other research projects in the area an estimate should be made.



Reunion airfares can only be utilised after one complete year of study so may not be available for the first trials.

2. Other items that may be included in the CRC include: transport (car hire and other transport as necessary); labour; seeds; fertiliser; machinery / equipment; and other inputs relevant to complete the field research trials.

The process and conditions are as follows:

1. Using the file named "PhD Sample Budget and Template for CRC.xls", each applicant must provide an estimated budget for their research.
2. The file has 4 tabs, named Budget Example, Budget Template, CRC Advance Acquittal Example and CRC Advance Acquittal Template.
3. The tabs named "Example" have been filled with example information to guide you. This information is for guidance only. You should produce your budget to suit your research and your acquittal should match your budget.
4. For your budget, you can use the Budget Template, or create your own budget to suit your research.
5. If you decide to create your own budget or to use a different template, please note that **the information given in items numbered 1 – 5 on the tab "Budget Template" are compulsory**. If your budget is missing any of these items, your budget may be judged non-compliant and rejected.
6. The budget must not exceed A\$10,000. Budgets that exceed this figure may be judged non-compliant and the application rejected.
7. The Budget must be signed by your Supervisor to confirm that it is a reasonable cost in relation to the PhD you are studying and the research required.
8. The Quarterly estimates will be used by GRM-AAA to transfer the stated quarterly advance to your Australian bank account, as nominated on the budget. Please ensure that you provide the correct bank details. GRM-AAA will not be responsible for delays to your research caused by failure to receive funds due to incorrect details.
9. You are responsible for making all arrangements to transfer the money to the location of your research and for all other arrangements relating to the financial aspects of your research.
10. You can nominate the first date for transfer of the first Quarter's advance. Thereafter, transfers will be made on the 15<sup>th</sup> day of the first month of each quarter (i.e. January, April, July, and October). The 15<sup>th</sup> is the date that GRM-AAA will process the payment FROM its bank account. We do not guarantee that it will arrive in your account on the same day, nor do we guarantee the amount of time it will take to arrive in your bank account. Please ensure you take this into account in your financial and technical planning.
11. You are responsible for providing an updated budget if conditions change. GRM-AAA is not responsible for delays to your research caused by incorrect transfer of funds if a revised budget has not been provided.
12. You must FULLY acquit your advances on a quarterly basis. Each acquittal must be signed-off by your Supervisor.
13. Acquittals must be received strictly by the 28<sup>th</sup> of the month prior to the next quarter beginning (e.g. the acquittal must be received by 28 May in order to activate the next advance on 15 June, and so on). If the 28<sup>th</sup> is a weekend or public holiday, the acquittal must be received on the working day PRIOR to the 28<sup>th</sup>. GRM-AAA is not responsible for delays or disruption to your research caused by late or incomplete acquittals. GRM-AAA cannot guarantee that the next quarter's advance will be processed if the previous quarter is not yet satisfactorily acquitted.
14. The tab "CRC Advance Acquittal Example" has been provided to give you an indication of the kind of acquittal expected. The information is for guidance only; your acquittal should be specific to your budget and circumstances.
15. If you do not use the Acquittal Template provided, please note that the Items numbered 1 – 10 in the tab "CRC Advance Acquittal Template" are compulsory, as is the information noted in the table headings. Failure to provide this information with each acquittal may result in your next advance being delayed.
16. All items of expenditure against the CRC Advance must be accompanied by valid receipts or proofs of purchase / expenditure. If Items are not fully supported, they may not be accepted as valid expenditures.
17. All receipts / proofs of expenditure must be neatly organised, for example glued or stapled to individual sheets of paper. These sheets should be numbered by page and each item on the page sequentially numbered. For example, if Page 1 has three items, these items would be numbered 1.1, 1.2 and 1.3.



18. Where there is the need to convert from local currencies to Australian dollars, proof of the exchange rate must be provided. Such proofs must be provided AT LEAST on a monthly basis; more often is also acceptable. Proofs acceptable to GRM-AAA include: (i) receipt from an authorised foreign exchange dealer showing the exchange rate provided; (ii) print-out from a recognised and reputable exchange rate website<sup>2</sup> for the month in question; (iii) other proofs as may be agreed by GRM-AAA on a case-by-case basis.
19. The acquittal must be verified by the Supervisor to confirm that expenditure is in line with the budget and is reasonable for the activities being undertaken. Acquittals that are not counter-signed by Supervisors may lead to the delay of the next quarter's advance.
20. GRM-AAA recommends that you scan or fax the complete acquittal to the nominated GRM-AAA Finance Officer (contact details to be advised). You must, however, also ensure that you send the originals to GRM-AAA's physical address (NOT PO Box) **by courier** (not the regular postal service), as they are required for audit purposes. While the receipt of a complete faxed or scanned copy will be sufficient to activate the next quarter's advance, failure to provide the originals may disrupt future advances. Please ensure you **take a full copy of all your acquittals** and keep them with you for your reference. For safety and archive purposes, GRM-AAA may not store past acquittals on-site.
21. Awardee's CRCs may be audited at any time. Awardees are advised that any anomalies will be fully investigated. Any evidence of fraud or misuse of Australian Government-provided funds may attract severe penalties, including the possible termination of the scholarship.

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<sup>2 2</sup> E.g. OANDA: <http://www.oanda.com/currency/converter/>  
PhD Application Pack



## GENERAL ELIGIBILITY CRITERIA FOR AUSTRALIAN DEVELOPMENT SCHOLARSHIP (ADS) APPLICANTS

To be eligible for an ADS, applicants must:

- a.** be a minimum of 18 years of age at the time of commencement of scholarship in Australia or home country (if preparation training is provided);
- b.** have citizenship of and be currently living in an ADS participating country as listed on AusAID's website <[www.usaid.gov.au](http://www.usaid.gov.au)>;
- c.** not be married to/or be a defacto of, or engaged to be married to, a person who holds or is eligible to hold Australian or New Zealand citizenship or permanent resident status;
- d.** not hold or have held an Australian Government funded scholarship in the preceding 2 years at the time of application;
- e.** satisfy any specific criteria established by the applicant's country and/or government of citizenship;
- f.** satisfy all requirements of the Department of Immigration and Citizenship (DIAC) for an AusAID student visa; and
- g.** satisfy the admission requirements of the Institution at which the ADS is to be undertaken.

Applicants must inform the Australian Government of any connection or relationship to staff employed by the Australian Government or with Managing Contractors at the time of application.

*(The Australian Development Scholarship (ADS) Handbook provides detailed information on all aspects of the ADS program's operation including selection, processing and managing of ADS intakes. Note that the Handbook may be revised and updated by AusAID at any time without notice. The Handbook is available at <http://www.usaid.gov.au/publications/pdf/adsmanual.pdf>)*



## STUDENTS WITH A DISABILITY

Many Australian institutions are able to offer 'reasonable' support to students with a disability in order to assist access to study. To assess the likely support needs, appropriate assistance, and the capacity of relevant institutions to provide the assistance, awardees with a disability/special need must provide details of the disability and/or special need upon acceptance of their scholarship offer. This information is bound by Australian privacy laws and will be disclosed only for the purpose of facilitating an accessible barrier-free learning environment.

Modifications to physical or learning environments, including additional educational supports such as sign interpreters and captioning, may be available dependant on the relevant institution's capacity.

AusAID will advise the Institution of any special requirements associated with a student so that the Institution can pass these details to the Institution's Disability Liaison Officer prior to the student arriving on-campus. Where applicants meet eligibility criteria and are selected for an Australian Development Scholarship, but the preferred Institution is not able to provide the assistance requested, other Institutions may be recommended.

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## AUSTRALIAN DEVELOPMENT SCHOLARSHIP (ADS) ENTITLEMENTS

<b>Under ADS a common set of entitlements apply to all recipients. They are as follows:</b>	
Tuition Fees	Payment of full academic fees and other fees that are compulsory for all international students undertaking the same course.
Introductory Academic Program (IAP)	The provision of a 4-6 week Introductory Academic Program prior to the commencement of studies.
Travel	Payment of a single return, economy class airfare to and from Australia, via the most direct route.
Establishment Allowance (for use in Australia)	A one-off contribution of A\$5,000 towards expenses such as rental bonds, text books, study materials, additional medical insurance, home contents insurance etc.
Contribution to Living Expenses (also referred to as a Stipend)	A fortnightly Contribution to Living Expenses (CLE) paid at a rate determined by AusAID (currently A\$25,000 per annum).
Overseas Student Health Cover (OSHC)	OSHC will be provided to cover the Student's basic medical costs. Students may purchase, at their own expense, additional medical insurance to cover ancillary services such as dental services, optometry, physiotherapy etc.
<b>If applicable:</b>	
Pre-Course English (PCE)	PCE will be provided to priority candidates, if required, prior to the offer of a scholarship. PCE will be full time for approximately three months, delivered either in Africa or Australia.  In exceptional circumstance, further PCE in Australia may be provided, if deemed necessary by the Institution and approved by the Australian Government.
Supplementary Academic Support (also referred to as Tutorial Assistance)	Provided when essential to improving a Student's performance to ensure their academic success.
Reunion Airfare Entitlement	The reunion airfare entitlement is available to unaccompanied and single Students. Refer to the Australian Development Scholarships Handbook for conditions relating to eligibility and payment of the entitlement.
Fieldwork	One only return economy class airfare via the most direct route may be approved for eligible research Students to their country of citizenship or within Australia.



## SUMMARY OF AUSTRALIAN DEVELOPMENT SCHOLARSHIP (ADS) STUDENT RESPONSIBILITIES

### Prior to Departure

You must advise AusAID of any personal or family circumstances (e.g. family or financial problems, medical conditions, pregnancy) likely to affect your ability to commence the scholarship on time or to complete the approved course in the scholarship period.

You must take up the scholarship in the academic year for which it is offered.

You must participate in the pre-departure briefing arranged by the Australian Government.

You must not behave in a manner that is unacceptable by normal community standards.

You must agree to AusAID collecting information concerning yourself and/or your dependants and passing that information onto other relevant parties, if necessary.

### In Australia

As an ADS student you must:

- a. reside in Australia for the duration of the ADS (apart from holidays or fieldwork visits to your home country);
- b. not hold another Australian Government scholarship at the same time as the ADS;
- c. complete a full study program during the course of the ADS;
- d. participate in all activities of the Institution's Introductory Academic Program (IAP) on arrival in Australia;
- e. complete in full, the approved program for which the ADS is approved, within the specified scholarship timeframe;
- f. only undertake the approved program for which the ADS is offered and abide by the rules of the Institution;
- g. maintain an appropriate study load and achieve satisfactory academic progress in the program for which the ADS was offered;
- h. participate in all activities associated with the approved course of study, including all lectures and tutorials, submit all work required for the course (e.g. assignments or essays and final Thesis) and sit for examinations;
- i. not undertake any additional off-scholarship tertiary studies during your time in Australia on an AusAID Student Visa;
- j. be aware that any employment undertaken during term times may compromise academic progress and that AusAID strongly advises students not to take paid employment during term times as this may affect their ability to study effectively;
- k. liaise with the Student Contact Officer at the Institution regarding any proposed changes to your approved program and acknowledge that approval is required from the Institution, AusAID and Partner Government before any changes are made;
- l. advise AusAID immediately, via the Student Contact Officer at the Institution, if you marry a person who is an Australian or New Zealand citizen, or who has permanent residence status in Australia or New Zealand; and
- m. return to your country of citizenship for two years at the completion of your study/research program in Australia. A debt to the Commonwealth of Australia will be incurred if you fail to return to your home country, or if you apply for Permanent Residence or for a visa to remain in or return to Australia within the two year period.

And you agree:

- a. that the ADS may be terminated at any time for failure to make satisfactory academic progress, failure to comply with the laws of Australia, misconduct, breaches of the contract between the Student and the Commonwealth of Australia including breaches of the conditions of the ADS, or of the AusAID Student Visa or if you apply to change your visa status.



### Travel to and within Australia

Please note that the following are not provided by AusAID or the Institution and are therefore your responsibility:

- a. Insurance costs (travel & baggage, home contents);
- b. Personal effects transport costs (i.e. removal costs either to and from Australia or within Australia);
- c. Excess baggage costs;
- d. Travel costs for your dependants, either to and from Australia or within Australia;
- e. Arranging visas and meeting all requirements and costs for family entry to Australia including payment of compulsory OSHC health insurance for family members; and
- f. Travel costs to and from your place of study.

### Your financial obligations

Your Institution will provide you with an Establishment Allowance on arrival and a fortnightly Contribution to Living Expenses (CLE). You are responsible for the use of these funds to pay your own living expenses, including but not limited to:

- a. initial and long term accommodation costs;
- b. daily travel to and from your place of study;
- c. ongoing costs of living and study e.g. food, furniture, textbooks, clothing;
- d. costs of medical services not covered by the Overseas Student Health Cover (OSHC);
- e. all costs associated with any family members who visit or accompany you to Australia, including OSHC for family members;
- f. all costs associated with critical incidents involving family members;
- g. costs of any legal services; and
- h. all costs related to any visa extension that may be necessary.

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## AUSAID'S CHILD PROTECTION CODE OF CONDUCT

Awardees receiving funds under an AusAID-funded scholarship agree to

- a. treat children with respect regardless of race, colour, sex, language, religion, political or other opinion, national, ethnic or social origin, property, disability, birth or other status;
- b. not use language or behaviour towards children that is inappropriate, harassing, abusive, sexually provocative, demeaning or culturally inappropriate;
- c. not engage children in any form of sexual activity or acts, including paying for sexual services or acts;
- d. wherever possible, ensure that another adult is present when working in the proximity of children;
- e. not invite unaccompanied children into their home, unless they are at immediate risk of injury or in physical danger;
- f. not sleep close to unsupervised children unless absolutely necessary, in which case the Awardee must obtain their supervisor's permission, and ensure that another adult is present if possible;
- g. use any computers, mobile phones, or video and digital cameras appropriately, and never to exploit or harass children or to access child pornography through any medium (see also 'Use of children's images for educational/research related purposes');
- h. refrain from physical punishment or discipline of children (excluding own children);
- i. refrain from hiring children for domestic or other labour which is inappropriate given their age or developmental stage, which interferes with their time available for education and recreational activities, or which places them at significant risk of injury;
- j. comply with all relevant Australian and local legislation, including labour laws in relation to child labour; and
- k. immediately report concerns or allegations of child abuse in accordance with appropriate procedures.

### **Use of children's images for educational/research related purposes**

When photographing or filming a child for educational/research related purposes, Awardees must:

- l. before photographing or filming a child, assess and try to comply with local traditions or restrictions for reproducing personal images;
- m. before photographing or filming a child, obtain consent from the child or a parent or guardian of the child. As part of this the Awardee must explain how the photograph or film will be used;
- n. ensure photographs, films, videos and DVDs present children in a dignified and respectful manner and not in a vulnerable or submissive manner. Children should be adequately clothed and not in poses that could be seen as sexually suggestive;
- o. ensure images are honest representations of the context and the facts; and
- p. ensure file labels do not reveal identifying information about a child when sending images electronically.

The onus is on the Awardee to use common sense and avoid actions or behaviours that could be construed as child abuse.