



Government of South Australia
SA Health



The Institute
basil hetzel institute for medical research

Central Northern Adelaide Health Service

The Queen Elizabeth Hospital Campus

TQEH Research Foundation Honours Research Scholarships 2010

Advice to Applicants



Prepared by:
Research Secretariat (DX 465101)
The Queen Elizabeth Hospital
28 Woodville Road
Woodville South SA 5011

Phone: 61 8 8222 7836 / 8222 6870 Fax: 61 8 8222 7872
Email: gwendal.graves@health.sa.gov.au

1. Introduction

The Queen Elizabeth Hospital (TQEH) campus, of the Central Northern Adelaide Health Service (CNAHS) on Woodville Road, Woodville South, has a substantial research base, with a large number of University Department and Hospital Unit research arms forming the Basil Hetzel Institute (BHI).

Through its teaching and research affiliation with the Universities of Adelaide and South Australia, TQEH provides valuable basic and clinical research training opportunities at its site. Well-equipped laboratories in its brand new research facility and an active honours student population provide a stimulating environment for further studies.

The Honours Research Scholarship scheme, part of a wider Scholarship program at TQEH, is oversighted by The Institute (BHI) Policy Committee.

The Scholarship program is made possible through the valuable and continuing support of The Queen Elizabeth Hospital Research Foundation and research departments on the campus.

2. Description

The Scholarship scheme is a competitive, application-based scheme that supports students with research promise to undertake an Honours degree at an institution of higher education.

2.1 Funding

2.1.1 Awards in 2010

Potential exists to award a number of new scholarships in 2010 depending on the availability of TQEH research Foundation program/department funds.

2.1.2 Stipend payments

A stipend of between \$4,000 and \$8,000 will be paid to successful applicants depending on the availability of program/department funds. Finance and Business Services, TQEH will pay the stipend as three payments in April, June and September, into a bank account nominated by the student.

Stipends are currently tax free under Section 23(z) of the Income Assessment Act 1936.

3. Eligibility

3.1 Students must be eligible to enrol in an Honours Degree with any University in South Australia. A student can only hold a TQEH Research Foundation Honours Research Scholarship if they do not simultaneously hold another Honours Scholarship.

3.2 Any research of a collaborative nature with University Departments outside of TQEH or with other organisations will need terms and conditions to be documented in a research agreement and attached to the Scholarship application.

4. Application Process

The call for applications and processing is conducted by the Research Secretariat, The Queen Elizabeth Hospital campus.

4.1 Application procedure

In the call for applications, the Research Secretariat will make relevant information available to applicants, including Application forms and Referee Report forms. Applicants for ALL Scholarships are to complete the Application form, which can be accessed at: (LINK will be made live in August 2009)

4.1.1 Department information

A project listing of departments with staff and resources able to supervise Honours students can be obtained from the following website:

<http://tqeh.sa.gov.au/public/content/default.asp?xcid=152&>

4.1.2 Submission process

The Application form must be completed and submitted with **eight (8) double sided copies** to:

Research Secretariat (DX465101)
Ground Floor, The Institute,
The Queen Elizabeth Hospital,
28 Woodville Road, WOODVILLE SOUTH SA 5011

by the closing date specified below.

4.1.3 Referee Reports

The **two** Referee Report forms constitute part of the basis of assessment of scholarship applicants, and should be **distributed by the applicant to each of their chosen referees**. No intending supervisor can be a referee for an Honours applicant. It is the applicant's responsibility to ensure the referee reports are returned directly to the Research Secretariat by the due date.

4.1.4 Applicant Photograph

A head and shoulders photo of the applicant is required prior to submission of the scholarship application. The photo will be taken by Mr Basil Popowycz, Clinical Photography Unit TQEH. There is no charge to the prospective student for this service. All student photos will be displayed in The Institute.

The Clinical Photography office is located in the basement of the Main Building TQEH, entry is via a lift located adjacent to Outpatients Area 4 on the ground floor of the Main Building TQEH. There is extensive overhead signage on the ground floor Main Building TQEH advising the location of Clinical Photography. Please telephone the photographer first to ensure he is available on 8222 7258.

4.2 Timetable

Closing date for Honours Scholarship applications	Friday 30 October 2009
Applications processed and ranked	December 2009
Awards offered	December 2009/January 2010
Acceptances and commencement dates finalised	

In the event that not all Scholarships are awarded on this round, the Scholarship Committee has agreed to a subsequent call. This will be advised on the hospital and university websites.

5. Selection/Approval Process

5.1 Selection procedure

When assessing a student's application for a TQEH Research Foundation Honours Scholarship the following are taken into account by the research program panel and overarching Committee:

- undergraduate record
- the suitability of the applicant for research training

5.2 Offers

On behalf of the BHI Selection Committee, the Director of Research, BHI or a delegate appointed by him will, at the appropriate time:

- offer awards to applicants, and
- advise TQEH Research Foundation Honours Research Scholarship holders of any conditions and benefits to which they are entitled.

5.3 Conditions of Award

1. A TQEH Research Foundation Honours Research Scholarship is tenable within the 2010 calendar year.
2. Research is to be undertaken predominantly within TQEH on a full-time basis, although variations are possible at the discretion of the Director of Research, BHI, Professor Guy Maddern on recommendation from Program/departmental leaders. Research is to be commenced before the end of February 2010.
3. Deferment of the scholarship is possible, normally for a period of up to 6 months. Any deferment longer than 6 months must be negotiated between the student and supervisor and agreed in writing by the Director of Research, The Basil Hetzel Institute (BHI). The Research Secretariat should be notified of a change to the student's candidature.
4. As a major supporter of the BHI, the TQEH Research Foundation has requested that TQEH Research Foundation Honours Research Scholarship holders agree to be available:
 - to speak to the Board of the Research Foundation about their research, if requested
 - to attend at least two-thirds of the basic science and related research seminars held weekly between April to November 2010.

The Institute (BHI) Policy Committee supports these conditions.

6. Scholarship Administration

6.1 Reporting

The Director of Research, BHI reports to the BHI Policy Committee on:

- the progress and outcome of TQEH Research Foundation Honours Research Scholarship Award processes, at a relevant quarterly meeting.
 - the financial position of funds held in trust for TQEH Research Foundation Honours stipends on a quarterly basis.

7. Enquiries and Information

Information about scholarship opportunities at TQEH will be made available to relevant Departments and Divisions at Adelaide University, the University of South Australia and Flinders University of South Australia. Links to our web site will also be established from Graduate Studies Offices at all three Universities.

Application forms etc are available from August each year from the Research Secretariat located on Ground floor, The Institute, The Queen Elizabeth Hospital **or** from the web site listed below:

<http://tqeh.sa.gov.au/public/content/default.asp?xcid=1064&>

Enquiries may be addressed to:

Gwenda Graves, Assistant to the Director of Research, BHI

Phone: 61 8 8222 6870

Fax: 61 8 8222 7872

Email: gwenda.graves@health.sa.gov.au

Or

Bronwyn Lenton, Administration Assistant, TQEH Research Secretariat

Phone: 61 8 8222 7836

Fax: 61 8 8222 7872

Email: Bronwyn.lenton@health.sa.gov.au

Internet address:

<http://tqeh.sa.gov.au/public/content/default.asp?xcid=1823>