

**HIGHER DEGREE RESEARCH
KEITH & DOROTHY MACKAY TRAVELLING
AWARD
TERMS AND CONDITIONS**



INTRODUCTION

The Keith and Dorothy Mackay Travelling Award provides research travel funding toward the following:

1. A short-term attachment to another Higher Education Institution; as approved by the University of New England, for no more than three months; or
2. Presenting research findings such as a paper, poster or abstract on their research, at an internationally recognised academic conference.
3. Sequential use of these funds is permitted.

DETAILS

Awards are reviewed, assessed and granted by the Graduate Research Committee Scholarship Working Group.

Up to a maximum of AU\$7,000 can be awarded for a short-term attachment; or

A maximum of AU\$5,000 for attendance at an internationally recognised conference.

Funding of retrospective travel activities will not be considered. All applications submitted must be in advance of travel.

ELIGIBILITY CRITERIA

- The Keith & Dorothy MacKay Postgraduate Research Travelling Award will not fund fieldwork or data collection.
- Award applicants must currently be enrolled in a Higher Degree Research (HDR) course at the University of New England, and have not submitted their thesis.
- The travel for a short-term attachment must be completed before the end of the second year of candidature for a Doctorate, or before the end of the first year of candidature for a Masters student (FTE days).
- There must be at least six months of candidature remaining (FTE days) after the proposed attendance dates at an internationally recognised research conference.
- The Keith & Dorothy MacKay Postgraduate Research Travelling Award will not be provided more than once per student.

SELECTION CRITERIA

- Award selection is based on the capacity of the requested travel to enhance the student's research and research career.
- Applicants must provide proof of invitation and that there is an appropriate supervisor at the host institution (if attending a short-term attachment), or
- Provide official notification of the acceptance of their paper, poster or abstract at an international conference (if attending a conference).
- A Supervisor's Statement of Support must be provided (see further details below).

BUDGET

The Budget should clearly itemise the proposed costs for transport, accommodation, conference registration and other relevant travel expenditure. All costs and bookings must comply with the [UNE Travel Procedures](#).

SUPERVISOR'S STATEMENT OF SUPPORT

- This Supervisor Statement of Support must provide an overview of the students' progress and details on how the travel would benefit the student, their research and their research career. This statement must be no more than 500 words.
- The Supervisor's Statement of Support must be provided independently to the Graduate Research School (hdrscholarships@une.edu.au).

ADDITIONAL CONDITIONS

- An award may be terminated if the University considers that a scholar is not making satisfactory progress.
- The Award may not be awarded in any given year, if no suitably qualified applicants have applied.
- Applicants will not be awarded more than one Keith and Dorothy Mackay Travelling Award during their period of candidature in any one HDR degree.
- The funds from the Award must only be used for the purpose outlined in the Award application. Any requests to vary the funding must be made in writing to the Graduate Research School.
- Student's travel itinerary may include additional travel activities; however, these will not be covered by UNE Travel Insurance if they are not deemed to be study related.
- Each successful student shall submit to the Graduate Research School a one-page report outlining how the Keith and Dorothy Mackay Travelling Award enhanced their research and research outcomes, including an acquittal of how funds were spent. This report should be submitted via the [AskUNE](#) portal within six months of the student completing their travel.

PAYMENT OF AWARD

If granted an Award, the funding will be transferred from the Graduate Research School to the student's school managed Research Operating Account. The School will be responsible for completing the travel booking.

APPLICATION DATES

Applications Rounds can be located on the Graduate Research School web page under [HDR Scholarships, Prizes and Awards](#) web page. Funding rounds are subject to change.

SUBMITTING THE APPLICATION FORM AND SUPPORTING DOCUMENTATION

Please ensure that you complete all sections of the application form as per the instructions and provide all supporting documentation as requested above.

Submit your application to the graduate research school through the [AskUNE](#) interface.