



Guidelines for Ranking Higher Degree Research (HDR) Scholarships

PURPOSE

These guidelines are used to assist with the assessment of HDR scholarship applications received by the Graduate Research School.

The Western Sydney University HDR Scholarship Ranking Panel will review, assess and endorse scholarship offers based on recommendations put forward by Schools and Institutes.

The Deputy Vice-Chancellor (Research and Innovation) will approve all scholarship offers based on the recommendation of the Western Sydney University HDR Scholarship Ranking Panel.

HOW APPLICATIONS WILL BE ASSESSED

HDR scholarship applications are ranked using a scoring mechanism. Applications for scholarships are assessed on the basis of evidence of academic merit and performance; research output and/or relevant research experience; and demonstrated research skills. It is expected that only exceptional applicants will be recommended for a scholarship.

Each application will be scored by the Western Sydney University in accordance with these guidelines.

- Section 1 – Academic Qualifications and Performance
- Section 2 – Research Output and Experience

Scholarship offers are subject to applicants meeting the admission criteria for the relevant Higher Research Degree and receiving approval from the relevant School or Institute.

Applicants must provide a letter of support from a suitable academic supervisor to be considered for a scholarship.

Applicants that do not follow the prescribed application process, do not apply or provide supporting documentation by the relevant closing date, provide insufficient evidence to support their application or are unable to meet the requirements described in this document will be excluded from the scholarship ranking process.

HDR SCHOLARSHIP METRIC – APPLICATION SCORING MECHANISM

- The Graduate Research School will assess and allocate scores against criteria based on the evidence provided by the applicant.
- The relevant School or Institute will be asked to review the score and make recommendations to the Scholarship Ranking Panel.
- Any recommendation to adjust a score must be accompanied by a comprehensive justification.

<p>Undergraduate Bachelor Honours (end-on or embedded)</p> <p>An additional year of study following the completion of a Bachelor degree that includes a research component. The purpose of the degree may be to provide professional qualifications or accreditation.</p> <p style="text-align: right;">Class 1</p> <p style="text-align: right;">Class 2-1</p>	<p>20</p> <p>19</p>
<p>Western Sydney University graduates</p> <p>Points are awarded to graduates that have completed a Bachelor Honours (Class 1), Master of Research, Master of Philosophy or Masters by Research (40% or greater research component), or a doctorate degree at Western Sydney University.</p>	<p>2</p>
<p>Western Sydney University current HDR candidates</p> <p>Points are awarded to HDR candidates currently enrolled in a Master of Philosophy or doctoral degree at Western Sydney University, with greater than six months remaining in their candidature.</p>	<p>2</p>

ADDITIONAL CONSIDERATIONS

1. International qualifications with an 'Honours' or 'Class' result will not be automatically considered equivalent to an Australian Bachelor Honours degree. International tertiary education systems may use the terms 'Honours' or 'Class' to refer to results and the term does not always mean the degree includes a research component.
2. Qualifications can be scored as equivalent to a Master of Philosophy where the degree contains a substantial thesis component (e.g. equal to or more substantial than a Western Sydney University Master of Research), and where a copy of the thesis is provided in the application.
3. The relevant Western Sydney University School or Institute should make a judgment on international qualifications based on the grades attained, the content and structure of the research component, National Office for Overseas Skills Recognition (NOOSR) advice, discipline knowledge and standing of the institution, and the standing of the relevant program in the academic community.
4. If the Western Sydney University School or Institute makes a claim that an international qualification is equivalent to an Australian Bachelor Honours degree, written justification must be provided explaining how the degree is equivalent, making reference to content, structure and learning outcomes. The justification must be submitted to the Graduate Research School by the Higher Degree Research Director.
5. For applicants that already hold a Doctor of Philosophy or equivalent doctorate degree, the research proposal should be in a substantially different research area (i.e. not a continuation of previously completed project).

SECTION 2: RESEARCH OUTPUT AND EXPERIENCE

MAXIMUM POINTS: 8

<p>Points may be allocated from one or more of the following categories.</p> <p>Research output must be refereed and the quality of the publisher must be confirmed (i.e. commercial or academic vs. predatory or vanity press) by a reputable source such as Scopus, Ulrichsweb or Western Sydney University Library.</p> <p>Applicants may provide evidence for up to a maximum of four (4) items of research output. If an applicant provides additional items, only the first four items will be scored.</p> <p>Applicants may provide evidence for up to a maximum of two (2) examples of research experience. If an applicant provides additional items, only the first two items will be scored.</p>	Points
<p>Published research books or monographs</p> <p>Authored research book or monograph (not a thesis) that is a substantial work offered for sale or distributed by a recognised commercial press or publisher.</p>	5 per book
<p>Published book chapters</p> <p>Authored book chapter that is a substantial work offered for sale or distributed by a recognised commercial press or publisher.</p> <p style="text-align: right;">Sole author, first author or senior author</p> <p style="text-align: right;">Contributing author</p>	3 per chapter 2 per chapter
<p>Refereed journal articles</p> <p>Original research journal articles that can be verified as published, or where evidence of acceptance has been provided by the applicant.</p> <p style="text-align: right;">Sole author, first author or senior author</p> <p style="text-align: right;">Contributing author</p>	3 per chapter 2 per chapter
<p>Refereed conference proceedings</p> <p>Must be considered by ERA as assessable research output in the discipline, and where the presentation is based on the peer review of a paper, and not the submission of an abstract.</p>	1 per conference
<p>Commercial patents</p> <p>Patents for specific products or processes that have been granted for the first time to the applicant.</p>	1 per patent
<p>Exhibited creative works</p> <p>A significant creative work or exhibition in a non-university gallery or museum, commercial or public. The work must be curated and accompanied by a published catalogue identifying the authorship and work.</p>	

<p>Creative work must represent independent new work that has not been the basis of an assessment item for a previous degree.</p> <p style="text-align: center;">Solo exhibition</p> <p style="text-align: center;">Group exhibition</p>	<p>3 per work</p> <p>2 per work</p>
<p>Published written or recorded creative works</p> <p>Significant fiction and non-fiction novels, poetry collections, plays, film scripts, scores of music, live music recordings, theatre performances, dance performances, films, multimedia productions, sound productions, and other recorded, published or packaged creative works for sale and commercial distribution.</p> <p>Creative work must represent independent new work that has not been the basis of an assessment item for a previous degree.</p>	<p>3 per work</p>
<p>Research experience</p> <p>Relevant professional experience that has directly contributed to providing research training (e.g. employment as a research assistant, completing an internship or working as a researcher). Evidence must be provided from the employer outlining the name of the organisation, position title, period of service, full-time or part-time workload, and duties and responsibilities.</p> <p style="text-align: center;">Full-time</p> <p style="text-align: center;">Part-time</p>	<p>1 per year</p> <p>0.5 per year</p>

EVIDENCE AND SUPPORTING DOCUMENTATION – FOR APPLICANTS

Applicants are required to provide the following evidence and/or documentation to support claims made in their application.

To ensure equity for all applicants, Western Sydney University will not allocate a score for an item or claim in an application if appropriate supporting documentation is not provided, and documentation will not be accepted after the relevant closing date.

Failure to provide evidence and supporting documentation may reduce the overall score of an applicant, and may have a detrimental impact on their scholarship outcome.

Documents must be certified according to Western Sydney University requirements:

<https://www.westernsydney.edu.au/future/study/how-to-apply/certifying-documents.html>

ACADEMIC QUALIFICATIONS AND PERFORMANCE	
Academic qualifications	Provide certified copies of full academic testamurs for qualifications completed outside of Western Sydney University.
Academic performance	Provide certified copies of full transcripts for qualifications completed outside of Western Sydney University.
RESEARCH OUTPUT AND EXPERIENCE	
Applicants must list their research output and experience, as well as provide evidence and supporting documentation following the instructions in the Research Scholarship Application Form. Evidence and supporting documentation must meet the following requirements.	
Published research books, monographs and book chapters	A full academic reference must be provided: title, author(s), year published, publisher, ISBN or ISSN. An online reference of the document (e.g. Scopus reference, Ulrichsweb reference, Western Sydney University Library reference, DOI, etc.) must be provided.
Refereed journal articles and papers	A full academic reference must be provided: title, author(s), year published, publisher, ISBN or ISSN. Online evidence that the journal article or paper is refereed (e.g. Scopus reference, Ulrichsweb reference, Western Sydney University Library reference, DOI, etc.) must be provided.
Refereed conference proceedings	A full academic reference must be provided: title, author(s), year published, publisher, ISBN or ISSN. Evidence of the conference: title, date, venue, location, other supporting information. Online evidence that the conference was refereed (such as refereeing procedures, composition of panel, etc.)

Commercial patents	A copy of the patent abstract, evidence that the patent has been granted, and an identifying code or patent number must be provided. An online reference to the patent (e.g. from the patent authority) must be provided.
Creative works	A full academic reference must be provided: title, author(s), year published, publisher, ISBN or ISSN. Evidence of the exhibition or distribution method: event title, date, venue, location, curator, other supporting information.
Research experience	A statement of service on the employer's letterhead stating the name of the employer, the period of employment, the title of the position, full-time or part-time workload, and duties and responsibilities. A statement about the level of research experience or training provided by the role is advantageous.

EVIDENCE AND SUPPORTING DOCUMENTATION – FOR SCHOOLS AND INSTITUTES

The Graduate Research School will assess academic qualifications and each item of research output and experience provided by the applicant (up to the maximum number of allowable items). Scores will be allocated based on the criteria in the guidelines above.

Schools and Institutes will receive the initial assessment and scores from the Graduate Research School and make recommendations to the Western Sydney University HDR Scholarship Ranking Panel. This may include justifications to adjust the scores allocated by the Graduate Research School.

EVIDENCE OF REFEREED OR PEER REVIEWED OUTPUT

The Graduate Research School will assess all research output using the following source:

- Western Sydney University Library: <https://library.westernsydney.edu.au/>

Applicants should check their own output (i.e. journal articles, book chapters, etc.) using reputable sources (e.g. Ulrichsweb, Scopus, etc.) prior to including them in their application, and they should as a minimum include online references to the output in the application form. If reasonable, applicants should include a PDF copy of the output or an acceptance letter from the publisher in their application.

If Western Sydney University cannot verify a claim made in an application using a reputable source, it may be excluded from the ranking process.