



UNIVERSITY  
OF WOLLONGONG  
AUSTRALIA

# HDR Students: Information to help get you started

**FACULTY OF LAW,  
HUMANITIES AND THE ARTS**

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# Welcome

## to all Higher Degree Research Students

Welcome to higher degree research (HDR) within the Faculty of Law, Humanities and the Arts (LHA). The Faculty employs a diverse set of disciplinary perspectives to consider key contemporary issues – everything from justice to networked culture and climate change. The common thread is a concern with social transformation and with the potential of contemporary legal, humanities and creative practice-based research to intervene in and shape current debates.

The School of Law and the Australian National Centre for Ocean Resources and Security (ANCORS) are internationally recognised for their research, especially in the areas of ocean law and policy and the social dimensions of legal policy. Other research activity is focused in our research centres and networks. Our School of Humanities and Social Inquiry has a strong reputation for its research in fields such as indigenous studies, human rights, settler colonialism, critical theory, gender and sexuality studies and the philosophy of cognition. The School of the Arts, English and Media is well recognised for its research and creative work in the fields of contemporary art, media and literature.

We support our HDR students to achieve their professional goals as researchers, policy makers and creative practitioners within an active, collegial and strongly interdisciplinary research culture. Our aim is to foster both disciplinary expertise and an understanding of the complex nature of contemporary fields of social, cultural and environmental transformation.

The Research Hub in Building 19 provides a congenial environment for workshops, seminars and networking.

We wish you the best of luck with your studies and trust that you will take every opportunity to become involved in our active research culture.

Dan Hutto

Associate Dean, Research  
Faculty of Law, Humanities and the Arts

# Contacts

Below is a summary of key contacts within the Faculty of Law, Humanities and the Arts (LHA), as well as UOW. All contacts are available on the UOW website.

## Academic Staff (LHA)

Head of Postgraduate Studies (HPS) School of the Arts, English and Media	<b>Dr Su Ballard</b> Room: 25.135   Phone: 4239 2545 Email: <a href="mailto:susan_ballard@uow.edu.au">susan_ballard@uow.edu.au</a>
Head of Postgraduate Studies (HPS) School of Humanities and Social Inquiry	<b>Dr Alison Moore</b> Room: 19.1097   Phone : 4221 4949 Email: <a href="mailto:alison_moore@uow.edu.au">alison_moore@uow.edu.au</a>
Head of Postgraduate Studies (HPS) School of Law	<b>Professor Hélène Lambert</b> Room 67.204A  Phone : Email: <a href="mailto:helene_lambert@uow.edu.au">helene_lambert@uow.edu.au</a>
Head of Postgraduate Studies (HPS) Australian National Centre for Ocean Resources and Security (ANCORS)	<b>Professor Robin Warner</b> Level 3, ITAMS, iC   Phone : 4221 5067 Email: <a href="mailto:rwarner@uow.edu.au">rwarner@uow.edu.au</a>
Associate Dean, Research	<b>Professor Dan Hutto</b> Room 19.2021  Phone : 4221 3987 Email: <a href="mailto:ddhutto@uow.edu.au">ddhutto@uow.edu.au</a>

## Research Unit Administrative Staff (LHA)

For general enquiries contact [lha-research@uow.edu.au](mailto:lha-research@uow.edu.au)

Role	Name	Room	Phone	Email
Faculty Research Manager	<b>Leonie Clement</b>	19.2056	4221 4540	<a href="mailto:leoniec@uow.edu.au">leoniec@uow.edu.au</a>
Administrative Officer	<b>Kirsty Greatz</b> (on leave to Oct 2018)	19.2051	4221 5780	<a href="mailto:kirstyg@uow.edu.au">kirstyg@uow.edu.au</a>
Administrative Officer	<b>Bethany Pye-Respondek</b>	19.2051	4252 8940	<a href="mailto:bethanyp@uow.edu.au">bethanyp@uow.edu.au</a>
Administrative Assistant	<b>Alissa Kerin</b> (Mon-Wed)	19.2051	4221 3669	<a href="mailto:alissak@uow.edu.au">alissak@uow.edu.au</a>

## Administrative & Support Staff (LHA)

Visit [lha.uow.edu.au/about/contacts](http://lha.uow.edu.au/about/contacts) for a list of all support staff

Role	Name	Room	Phone	Email
General Enquiries [Mon-Fri, 9am-5pm]	<b>LHA Central</b>	19.1050	4221 3456	<a href="mailto:lha-enquiries@uow.edu.au">lha-enquiries@uow.edu.au</a>
Student Support Adviser	<b>Viv McIlroy</b>	19.1009	4221 3635	<a href="mailto:viv_mcilroy@uow.edu.au">viv_mcilroy@uow.edu.au</a>
HDR Careers Adviser	<b>Sarah Ryan</b>	15.236	4221 4465	<a href="mailto:saryan@uow.edu.au">saryan@uow.edu.au</a>
Faculty Ethics Advisor	<b>A/Prof Georgine Clarsen</b>	19.2031	4221 3670	<a href="mailto:georgine@uow.edu.au">georgine@uow.edu.au</a>
Faculty Research Integrity Advisor	<b>Dr David Neil</b>	19.1085	4221 4068	<a href="mailto:dneil@uow.edu.au">dneil@uow.edu.au</a>
Faculty Research Integrity Advisor	<b>A/Prof Marett Leiboff</b>	67.216	4221 4050	<a href="mailto:marett@uow.edu.au">marett@uow.edu.au</a>

## Graduate Research School (GRS) Administrative Staff

Role	Name	Room	Phone	Email
Associate Dean, Graduate Research	<b>Prof Sharon Robinson</b>	Building 15	4221 3305	<a href="mailto:sharonr@uow.edu.au">sharonr@uow.edu.au</a>
Manager	<b>Sue Flint</b>	Building 20	4221 3479	<a href="mailto:sflint@uow.edu.au">sflint@uow.edu.au</a>
Student Management Officer – LHA	<b>Nikki Rumpca</b>	Building 20	4221 5558	<a href="mailto:nrumpca@uow.edu.au">nrumpca@uow.edu.au</a>
Student Enquiries	<b>Ryah Perkiss</b>	Building 20	4221 5452	<a href="mailto:ryahp@uow.edu.au">ryahp@uow.edu.au</a>

## UOW Services, Facilities & Support

Role	Name	Phone	Email/ web
Information Management and Technology Services (IMTS): Computer & IT Support	Building 17 Level 1	4239 2000	E: <a href="mailto:student_support@uow.edu.au">student_support@uow.edu.au</a> W: <a href="http://uow.edu.au/its">uow.edu.au/its</a>
AV Services: Audio-Visual Equipment and Support	Building 20 Rm G15	4221 3993	W: <a href="http://uow.edu.au/asd/lift/borrow">uow.edu.au/asd/lift/borrow</a>
Prepaid Printing and Copying	UOW Library Ground floor	4239 2000	W: <a href="http://uow.edu.au/its/prepaidprint">uow.edu.au/its/prepaidprint</a>
Library – General Enquiries	Building 16	4221 4384	W: <a href="http://library.uow.edu.au">library.uow.edu.au</a>
Library – Research Help	Building 16	4221 3548	W: <a href="http://library.uow.edu.au">library.uow.edu.au</a>
Library – Document Delivery	Building 16	4221 3549	W: <a href="http://library.uow.edu.au">library.uow.edu.au</a>
Learning Development	Building 11 Level 3	4221 3977	W: <a href="http://uow.edu.au/student/services/ld">uow.edu.au/student/services/ld</a>
Counselling Services	Building 11 Level 3	4221 3445	W: <a href="http://uow.edu.au/student/services/cs">uow.edu.au/student/services/cs</a>

# HDR Student Representative

Students are represented on the University Council, in faculties and committees, and through the student-run associations for undergraduates (WUSA) and postgraduates (WUPA). Student representative elections are handled centrally by the University and are run annually. All students are eligible to nominate and vote.

The Faculty's Postgraduate representative is Emma Bellino ([eb413@uowmail.edu.au](mailto:eb413@uowmail.edu.au))

For further information on student representative's visit: [uow.edu.au/student/representation](http://uow.edu.au/student/representation)

## Wollongong University Postgraduate Association (WUPA)

WUPA Council members are the elected representatives for Postgraduate Students at the University of Wollongong. It costs nothing to join WUPA and you can join online – they have offices downstairs in Building 19.

WUPA is affiliated with the Council of Australian Postgraduate Associations (CAPA) which is the peak body representing Australia's postgraduate students. University postgraduate associations affiliate to each other to form the Council, which convenes once a year at its Annual Council Meeting (ACM).

Log on to [uow.edu.au/wupa](http://uow.edu.au/wupa) to see what WUPA offers Postgraduate Students.

## Schools and Disciplines

The Faculty is comprised of four Schools.

School of the Arts, English and Media	School of Humanities and Social Inquiry	School of Law	Australian National Centre for Ocean Resources and Security (ANCORS)
<ul style="list-style-type: none"><li>• Communication and Media Studies</li><li>• Creative Writing</li><li>• English Literatures</li><li>• Graphic Design</li><li>• Journalism</li><li>• Performing Arts (incl. music, theatre and performance)</li><li>• Visual Arts (incl. photography and media arts)</li></ul>	<ul style="list-style-type: none"><li>• Cultural Studies</li><li>• History</li><li>• Indigenous Studies</li><li>• International Studies</li><li>• Philosophy</li><li>• Politics</li><li>• Science and Technology Studies</li><li>• Sociology</li><li>• Languages</li><li>• English Language and Linguistics</li></ul>	<ul style="list-style-type: none"><li>• Law</li></ul>	<ul style="list-style-type: none"><li>• Ocean Law</li><li>• Maritime Security</li><li>• National Marine Resource Management</li></ul>

For information on Schools and Disciplines in the Faculty refer to: [lha.uow.edu.au](http://lha.uow.edu.au)

# Faculty Research

LHA has a strong research culture. Key contemporary issues are explored not only within specialised disciplinary contexts, but also through rich interdisciplinary dialogue and exchange. We support our academics and HDR students to achieve their professional goals as researchers, policy makers and creative practitioners within an active and strongly interdisciplinary research culture. Our research is directed through thematic centres, project based initiatives and collegial networks.

HDR students are encouraged to engage with research groups relevant to their discipline and topic. To join a research group, email the facilitator listed on their website.

## Faculty Research Strengths

[Australian National Centre for Ocean Resources & Security \(ANCORS\)](#)

## Faculty Research Centres

[Centre for Colonial and Settler Studies \(CASS\)](#)

[Centre for Critical Creative Practice \(C3P\)](#)

[Centre for Critical Human Rights Research \(HRR\)](#)

[Legal Intersections Research Centre \(LIRC\)](#)

## Faculty Research Networks & Initiatives

[Animal Studies Research Network \(ASRN\)](#)

[Contemporary Emotions Research Network \(CERN\)](#)

[Feminist Research Network \(FRN\)](#)

[Interdisciplinary Discourse Analysis in Education, Arts and Social Sciences Research Group \(IDEAS\)](#)

[Narrative Practice Research Network \(NPT\)](#)

[Revitalizing Indigenous Success & Excellence \(RISE\)](#)



# Research Proposal Reviews (RPR)

The first year Research Proposal Review (RPR) is the Faculty's and University's formal process for monitoring the progress of the research being undertaken by all HDR students. Continuation of enrolment in your research degree is subject to the satisfactory completion of an RPR. The Review process also provides an opportunity for you to develop a coherent research plan and methodology, receive constructive academic criticism, and for the Faculty to ensure that it can provide adequate resources and appropriate supervision for your project.

Reviews should be completed within the timeframes listed below to allow candidates the opportunity to address any problems with their proposal. Part-time students are also obliged to complete their RPR within their first year of enrolment.

- MPhil students: will complete the RPR within one year of enrolment (6-12 months) or the accrual of 1.0 EFTSL once the coursework component has been successfully completed.
- PhD and DCA students: will complete the RPR within one year of enrolment (6-12 months) or the accrual of 1.0 EFTSL.
- PhD(I) students: will complete the RPR within one and one half years of enrolment (12-18 months) or the accrual of 1.5 EFTSL.
- MRes students: are not required to complete an RPR.

Guidelines are available on the Faculty Research Unit website at: <http://lha.uow.edu.au/content/groups/public/@web/@lha/documents/doc/uow189441.pdf> and the Research Proposal Review report form is available on the GRS information webpage: [uow.edu.au/research/grs/UOW103235](http://uow.edu.au/research/grs/UOW103235)

When preparing for the Review, in consultation with their supervisors, students should complete:

- Title page (with your full name, current thesis title, names of your supervisors, and the date of your review)
- Abstract
- Table of contents for the proposal
- Research Proposal (including your research question/s, the aims and significance of your project, research methodology, including your theoretical framework and ethics requirements)
- Literature review
- Chapter outline and project timeline (factoring in planned fieldwork or scholarly activities up to the submission of your thesis)
- Reference list following relevant School/Discipline style
- Resources (e.g. fieldwork, conference travel)

The paperwork listed above should be available for the review panel **two weeks before the presentation** of the proposal, and submitted to the LHA Research Unit (who administer the RPRs) in electronic form. Proposal Review documentation should be clearly labelled on the first page with your name, thesis title and supervisors.

Students who do not pass their RPR at the first attempt will usually be asked to return three months later to present again. This process is about helping students avoid and overcome obstacles, and presenting for a second time should not be seen as a negative situation.

# Research Ethics and Integrity

All research must be conducted responsibly. Part of this is knowing your legal and institutional responsibilities and obtaining any approvals or permits needed.

You will need ethics clearance if your research will involve:

- **People** or their confidential information. This might be collected through observation, surveys, interviews, testing things, or accessing data or confidential information about people with or without their knowledge.
- **Animals**

You will need a permit if your research will involve:

- The export of **goods, information or technology** with a potential military end use
- **Genetically modified organisms**

**If you are unsure if you require ethics clearance for your project, please contact [RSO-Ethics@uow.edu.au](mailto:RSO-Ethics@uow.edu.au) or phone 4221 3386**

## Applications and information

The Research Ethics and Integrity Unit manages these application processes and provides training and support in Research Ethics and Integrity. Please see the [Research Ethics and Integrity website](#) for more information, including:

- Instructions on how to apply for ethics approval or a permit
- How to access and use the online application process for human research ethics, IRMA

Obtaining ethics approval or permits takes between two and eight weeks, make sure you allow time for this.

Once you have ethics approval and/or a permit, it is your responsibility to keep it active for the life of the project. To do this you must comply with any conditions on your approval/permit and submit all required reports before the approval/permit expires.

## What else does Responsible Research involve?

The *Australian Core for the Responsible Conduct of Research* (the Code) details the responsibilities of researchers and research institutions. All researchers must be familiar with the requirements of the Code, which cover: research design; the collection, analysis, storage and publication of data; and how researchers interact with others in the research process, whether they are a collaborator, student, supervisor or research participant. If you experience or observe research practice that is not meeting these obligations, you should consult a Research Integrity Advisor.

**For more information on relevant UOW Policies and Guidelines, go to:**  
[uow.edu.au/about/policy/research/index.html](http://uow.edu.au/about/policy/research/index.html)

If you have questions about research ethics and integrity, you and your supervisor can contact the Faculty Ethics Advisor or Faculty Research Integrity Advisors (see page 3 for contact information).

# Annual Progress Reports (APR)

To monitor progress and signal any problems, the Code of Practice requires an Annual Progress Report (APR), which must be completed online at the end of each year by HDR students and their supervisor(s). You are asked to report on your progress and outline a schedule for completion.

**Please note: students who are currently on leave of absence are still expected to complete an APR.**

More information and the guidelines for completing the APR can be found at:  
[uow.edu.au/research/grs/student/UOW008952](http://uow.edu.au/research/grs/student/UOW008952)

**The APR is released to you over SOLS Mail in September each year (subject to change), and it is important that you check your SOLS Mail and UOW email account on a regular basis to ensure that you don't miss any deadlines for completing the APR.**

**Failure to complete the APR can lead to your candidature being discontinued.**

MRes students should note that they are not required to complete an APR.

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Information about Research Proposal Reviews and Annual Progress Reports can be found on the GRS webpage: [uow.edu.au/research/grs/UOW103235](http://uow.edu.au/research/grs/UOW103235)

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## Submission of Thesis

As you approach the date on which you intend to submit your thesis (including exhibition, performance or publication of creative works for example) please notify the relevant Head of Postgraduate Studies (HPS) who will notify the LHA Research Unit who can then assist you with the process.

MRes students should contact the GRS for specific information on thesis submission.

Information about submitting your thesis is also available online at:  
[uow.edu.au/research/grs/student/thesis/UOW009045](http://uow.edu.au/research/grs/student/thesis/UOW009045)

# Facilities and Resources

## LHA Research Hub

The LHA Research Hub in Building 19 is a collaborative research space for HDR students, early career researchers and research leaders in LHA. The space houses over 40 current students and visiting scholars, as well as full-time researchers, Australian Research Council research fellows, Vice Chancellor's Postdoctoral Fellows, and hosts some of Australia's major research projects in the areas of Humanities, Law and the Arts. All HDR students are welcome to use the facilities available in the Research Hub.

To book the seminar room you will need to contact the LHA Research Unit: [lha-research@uow.edu.au](mailto:lha-research@uow.edu.au).

The meeting room in the Research Hub is now managed by the Timetabling Unit and can be booked via: [room-bookings@uow.edu.au](mailto:room-bookings@uow.edu.au).

## Email

Important messages from UOW and the Faculty will be sent to your UOW email address. You **must use this account or check it regularly**, or set up a forwarding system to an external email account. Information on forwarding to an external email account can be found at: [uow.edu.au/its/uowmail/support/index.html](http://uow.edu.au/its/uowmail/support/index.html). Messages about your RPR and APRs will be sent to your UOW email address only.

**HDR students are encouraged to use the University email system wherever possible when communicating with supervisors, the LHA Research Unit and other students on academic matters.**

## Offices & Computers

The Faculty has a number of facilities/studios allocated to HDR students. Offices in these areas are shared with other students depending on their part-time or full-time status, the size of the office/studio, and attendance pattern.

Contact IMTS Support for assistance with UOW-managed computers: Level 1, Building 17 (next to the Library). Open Monday-Friday 8am-5pm, phone: 4239 2000, [student-accounts@uow.edu.au](mailto:student-accounts@uow.edu.au)

New students should submit applications for office space to the LHA Research Unit. Guidelines and the application form can be found at: [lha.uow.edu.au/research/students/index.html](http://lha.uow.edu.au/research/students/index.html)

**Please note: this is not a guaranteed space and can be changed with minimal notice at the Faculty's discretion.**

In the event that LHA is unable to immediately allocate a workstation, the UOW Library can provide short-term space in their postgraduate rooms on the ground floor and Level 2 of Building 17. These rooms provide quiet, technology enabled spaces for postgraduates, Honours, Dean's Scholars and Graduate Diploma students. Please contact the Library Service Desk staff on the ground floor for an access code. All enquiries should be directed to: UOW Library Service Desk, phone: 4221 3548, [uow-library@uow.edu.au](mailto:uow-library@uow.edu.au)

Where specialist spaces are provided, students are required to adhere to the University of Wollongong [Student Code of Conduct](#) rules and [Occupational Health and Safety](#) guidelines.

To organise access to the Faculty HDR spaces and buildings, including swipe cards if required, please contact the LHA Research Unit.

## UOW Phones

Where HDR students have access to UOW phones within Buildings 19, 25, 40 and 67, local calls can be made. Students who need to make a large number of local calls or who require access to STD or IDD calls for their research-related matters should first consult with the LHA Research Unit.

UOW phone numbers can be dialled by simply picking up the phone and dialling the last 4 digits of the extension. For external numbers, first dial '0', then the full phone number.

## Printing and Photocopying

The Faculty has moved to UOW's Prepaid Printing & Copying system which allows students to print regardless of your location on campus. Information on printer locations can be found here:

[uow.edu.au/its/prepaidprint/how](http://uow.edu.au/its/prepaidprint/how)

Printers within the LHA buildings are listed below:

<b>Building 19</b>	<b>Building 25</b>	<b>Building 67</b>
Room 1070	Room 153	Room 224
Research Hub, Room 2072	Room 158	

Your School will provide you with an initial amount of printing credit upon the commencement of your candidature and then at the beginning of each year. For more information please contact the LHA Research Unit.

## Mail Access

All HDR students have access to mail distribution and to the mail service for research-related correspondence (within reason).

<b>Building 19</b>	<b>Building 25</b>	<b>Building 67</b>
The School of Humanities and Social Inquiry HDR students have access to a group of shared mailboxes, from which they can collect mail in 19.1048, across from LHA Central.	The School of the Arts, English and Media Administration Team will send HDR students an email to advise they have mail to be collected.	The School of Law HDR students can collect any mail addressed to them from an in-tray in 67.234.

If you want mail sent to you on campus, the address is as follows:

<b>School of Humanities and Social Inquiry</b>	<b>School of the Arts, English and Media</b>	<b>School of Law</b>
<your name> HDR Candidate Faculty of Law, Humanities and the Arts Building 19 University of Wollongong NSW 2522	<your name> HDR Candidate Faculty of Law, Humanities and the Arts Building 25 University of Wollongong NSW 2522	<your name> HDR Candidate Faculty of Law, Humanities and the Arts Building 67 University of Wollongong NSW 2522

If you need to send large amounts of mail, or need to send mail overseas, in relation to your research activity please check with the LHA Research Unit first.

## **Audio-Visual Equipment**

Audio-visual equipment can be borrowed for short periods from AV Services, on the ground floor, north side of Building 20.

HDR students within the School of the Arts, English and Media (TAEM) have access to specialised equipment facilities administered by the TAEM Tech Support team. Email: [taem-techsupport@uow.edu.au](mailto:taem-techsupport@uow.edu.au)

## **Faculty Travel Information**

For information about making travel arrangements for research-related fieldwork or conferences, please consult the Facilities and Finance Team: [lha-finance@uow.edu.au](mailto:lha-finance@uow.edu.au)

## **Library**

[library.uow.edu.au](http://library.uow.edu.au)

Library services for Postgraduates: [uow.libguides.com/hdr-checklist](http://uow.libguides.com/hdr-checklist)

Research Help Desk: 4221 3548

Borrowing, renewals, fines, holds enquiries: 4221 3545

## **Document Delivery (Inter-Library Loans)**

Research-related Inter-Library Loans (ILL) are available at cost. The LHA Research Unit and the Finance & Facilities Team will monitor requests to ensure reasonable usage and equitable access. To obtain an ILL, you must apply for electronic access. The Library can answer any questions you might have. Please consult the LHA Research Unit for assistance with applying.

For more information, go to: [library.uow.edu.au/borrowing/document-delivery](http://library.uow.edu.au/borrowing/document-delivery) or phone 4221 3549.

## **Careers Central**

Careers Central offer careers advice and programs tailored to the needs of HDR students. For more information, go to: [uow.edu.au/careers](http://uow.edu.au/careers)

## **Learning Development**

Learning Development offers a range of assistance and free services to all enrolled students, International and Domestic, who wish to improve their academic skills and English language. Services offered to all students include: academic skills and English language workshops for postgraduate students, English language assistance and individual consultations.

Learning Development is located in the Building 11, Level 2 (take lift opposite UniShop), or you can phone 4221 3977. Further information regarding Learning Development can be found at:

[uow.edu.au/student/services/ld](http://uow.edu.au/student/services/ld)

## **Counselling Services & LHA Student Support Adviser (SSA)**

UOW Counselling Services provide a free and confidential service **5 days per week, 9.00am-6.00pm** to assist postgraduate and undergraduate students with personal, work or study related difficulties. If you are experiencing a problem you are welcome to have a chat about it with one of their Counsellors. Consultations typically last 50 minutes and are by appointment. Although appointments are usually made a week or more ahead, some emergency timeslots are available every day for crisis situations where someone needs to be seen immediately.

UOW Counselling Services are located in the UniCentre Building (11) on Level 3, or you can phone 4221 3445. Further information regarding Counselling Services can be found at [uow.edu.au/student/services/cs](http://uow.edu.au/student/services/cs)

Each Faculty also has a Student Support Adviser (SSA) who is available for consultation. The Student Support Adviser for LHA is Viv McIlroy who can be contacted on 4221 3635 or [vmcilroy@uow.edu.au](mailto:vmcilroy@uow.edu.au).

### **Email List**

An LHA email list exists to notify HDR students about conferences, seminars, meetings and more.

The mailing list covers all LHA HDR students. Mail sent to this address will be received by anyone on the list, all students will be subscribed to the list for the School they are enrolled in. To confirm that your UOW email address has been added to the LHA Postgraduate email group, please contact the LHA Research Unit.

If you would like to send an announcement or message to all HDR students within LHA, please consult the LHA Research Unit via [lha-research@uow.edu.au](mailto:lha-research@uow.edu.au)

Due to IMTS restrictions, the list is only allowed to include university (UOW) email accounts.

# Scholarships and General Financial Support

Scholarships and financial assistance for postgraduate students vary for Domestic and International students.

## Domestic Students Research Scholarships

University Postgraduate Awards (UPA) and Research Training Program (RTP) awards are intended to support MPhil, DCA and PhD students.

For further information including closing dates, contact the Graduate Research School, or go to:  
[uow.edu.au/research/grs/prospective/scholarships](http://uow.edu.au/research/grs/prospective/scholarships)

## International Students Research scholarships

Research scholarships are awarded to International students on academic merit and differ in application procedures, coverage and duration.

For further information including closing dates contact the Graduate Research School, or go to:  
[uow.edu.au/research/grs/prospective/scholarships](http://uow.edu.au/research/grs/prospective/scholarships)

## Austudy

Austudy is the Commonwealth Government Student Assistance Scheme which provides means-tested financial aid to full-time tertiary students. Austudy is not available to International students. For more information contact Centrelink to check eligibility.

Phone: 13 24 90 (Centrelink)  
[humanservices.gov.au/individuals/services/centrelink/austudy](http://humanservices.gov.au/individuals/services/centrelink/austudy)

## Abstudy

Abstudy provides financial assistance for Aboriginal and Torres Strait Islander students. For more information contact Centrelink or the Woolyungah Indigenous Centre, building 30 on campus.

Phone: 1800 132 317 (Centrelink)  
[humanservices.gov.au/individuals/services/centrelink/abstudy](http://humanservices.gov.au/individuals/services/centrelink/abstudy)

Phone: 4221 3776 (Woolyungah)



# Research Student Funding

## Faculty of Law, Humanities and the Arts Conference and Research Support

The Faculty provides funds to assist HDR candidates to pursue their thesis related research and to present their findings at relevant domestic and international scholarly conferences. The aim is to support high quality research that produces demonstrable outputs and is linked to the timely completion of a candidate's HDR studies.

Faculty research support funding is only intended to provide a contribution to the overall costs of research activities and conference participation. Funding is competitively awarded on the basis of merit, need and scholarly outcomes.

HDR Research Support Funding allocations may change from year to year. Further information regarding the application process, forms and deadlines can be found at [lha.uow.edu.au/research/students/UOW168758](http://lha.uow.edu.au/research/students/UOW168758).

## Other Sources - Grants, Bursaries, Scholarships

There are other funds available to candidates, though often only for narrowly defined topics or purposes. To find out what is available, consult the Graduate Research School, your supervisors, or look at journals, newsletters and email discussion groups in your field of research.

An external scholarship database can be found at: <http://scholarship-positions.com/>

# Events

## Faculty of Law, Humanities and the Arts Research Events

The Faculty encourages HDR students to include themselves in the LHA research culture, by attending and participating in seminars, workshops and other research events. HDR students should regularly check your uowmail and the LHA News and Events website at: [lha.uow.edu.au/news-events](http://lha.uow.edu.au/news-events)

## UOW Three Minute Thesis Competition

In 2010, UOW introduced a Three Minute Thesis (3MT) Competition, with the winners of Faculty Three Minute Thesis Competitions earning the right to compete at the UOW Competition - details are at: [uow.edu.au/research/grs/new-events/3mt/index](http://uow.edu.au/research/grs/new-events/3mt/index)

The Faculty will call for interested participants around April/May and the competition is usually held in June/July.

## HDR Student Seminar Series

The GRS run regular seminars and workshops in both Autumn and Spring sessions. These will help you to write your thesis and to understand what high-level academic research entails. They are also a chance to meet other postgraduates experiencing the joys and challenges of HDR study for the first time.

For more information, see: [uow.edu.au/research/grs/news-events/seminars/UOW008987.html](http://uow.edu.au/research/grs/news-events/seminars/UOW008987.html)

## HDR Student Mentors

The HDR Student Mentors assist HDR students by providing advice and support across a wide range of HDR related areas including: academic and thesis writing, research proposals and methodologies, ethics applications and processes, presentation skills, research software and ITS issues, work life balance and adjusting to cultural change. The HDR student mentors, Lisa Belfiore and Axton Aguiar, work both from the main campus and the Innovation Campus on a weekly basis. This service is free and confidential. To book an appointment, email [hdr-mentors@uow.edu.au](mailto:hdr-mentors@uow.edu.au).

For more information, see: [uow.edu.au/research/grs/student/UOW194608.html](http://uow.edu.au/research/grs/student/UOW194608.html)

## UOW Wellbeing Unit

The UOW Wellbeing Unit wants to help students feel happy and healthy by providing:

- Workshops including public speaking sessions
- Campus events
- Yoga classes
- Brekkie Bar
- Energy sleep pod and massage chair and more.

All events are free. They are located in “The Lounge”, Building 11, Level 1.

# Publications

HDR students often have material published in scholarly journals or contribute to other publications. In order for this material to be recognised within a wider audience, the Research Information System (RIS) is used to maintain records of all UOW research outputs.

The Scholarly Content Team, located in the library, is the primary contact regarding RIS and provide assistance in the entering and checking of information within RIS. For assistance with managing your publications in RIS contact [research-pubs@uow.edu.au](mailto:research-pubs@uow.edu.au) or phone 4221 5109 (x5109).

Further general information can also be found here: [library.uow.edu.au/publication-management/index.html](http://library.uow.edu.au/publication-management/index.html)

# Policies & Guidelines

HDR students should refer to the University of Wollongong Policies and Guidelines on Higher Degree Research matters at [uow.edu.au/research/grs/UOW103235.html](http://uow.edu.au/research/grs/UOW103235.html)

## General Course Rules

Please refer to the University of Wollongong General Course Rules, Section 10 Higher Degree Research (HDR) Rules, in particular at [uow.edu.au/about/policy/UOW058680.html](http://uow.edu.au/about/policy/UOW058680.html)

## Code of Practice – Research

This code of practice mandates the current policy and best practice relating to procedures for responsible research. The Code of Practice – Research can be found at [uow.edu.au/about/policy/UOW058663.html](http://uow.edu.au/about/policy/UOW058663.html)

## Higher Degree Research (HDR) Supervision and Resources Policy

The purpose of this Policy is to outline good practices that support the highest quality HDR candidature experience and outcomes. The responsibility to ensure that research and research training is conducted in the most beneficial, efficient and effective manner is shared by the University collectively, its Academic Units, its staff, and its students. The Higher Degree Research (HDR) Supervision and Resources Policy can be found at [uow.edu.au/about/policy/UOW058665.html](http://uow.edu.au/about/policy/UOW058665.html)

## Higher Degree Research (HDR) Student Academic Complaints Policy

The University aims to provide a fair, equitable and productive learning environment for all its students. This policy seeks to support the achievement of this goal by providing a transparent and consistent process for resolving HDR students' academic complaints.

Issues with candidacy can be addressed in the first instance to the HPS for your School (see contacts page 2)

The Higher Degree Research (HDR) Student Academic Complaints Policy can be found at [uow.edu.au/about/policy/UOW058652.html](http://uow.edu.au/about/policy/UOW058652.html)

## Contact Us

W: [lha.uow.edu.au/research/students](http://lha.uow.edu.au/research/students)

E: [lha-research@uow.edu.au](mailto:lha-research@uow.edu.au)

P: 02 4221 5780