



Australian Government
Department of Education, Employment
and Workplace Relations



Endeavour Awards

AUSTRALIAN SCHOLARSHIPS

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**ENDEAVOUR AWARDS
2010
APPLICANT GUIDELINES**

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Glossary

Acronyms and terms used throughout the Guidelines are listed below.

| | |
|---------------------------------------|--|
| Academic Transcript | The list of subjects and academic results provided by some institutions to the applicant, usually at the end of each semester, trimester or term |
| Applicant | The person applying for an Endeavour Award |
| AusAID | Australian Agency for International Development |
| Award Contract | Contract entered into between the Contractor and Award Holders detailing each party's responsibilities |
| Award Holder | The successful applicant who receives an Endeavour Award |
| Awards | Endeavour Awards (see paragraph 2 of Introduction 1.1 page 6) |
| Contractor | Austraining International Pty Ltd - contracted by DEEWR to manage the post-selection support services for the Endeavour Awards |
| DEEWR | Department of Education, Employment and Workplace Relations, its employees, agents and contractors |
| DFAT | Department of Foreign Affairs and Trade |
| DIAC | Department of Immigration and Citizenship |
| FOI Act | <i>Freedom of Information Act 1982</i> |
| Guidelines | The Endeavour Awards 2010 Applicant Guidelines |
| Home Country | The country of citizenship/ permanent residency of the applicant |
| Host Country | The country to which the Award Holder will travel to undertake their program |
| Home Organisation/ Institution | The organisation the applicant works for or the institution they attend in the country of citizenship/ permanent residency |
| Host Organisation/ Institution | The organisation or the institution the applicant will attend for study, research or professional development in the host country |
| IELTS | International English Language Testing System |
| IPPs | Information Privacy Principles, which has the meaning given in the <i>Privacy Act 1988</i> |
| National Office | The head office of DEEWR located in Canberra. The Endeavour Awards are managed from this office |
| OSHC | Overseas Student Health Cover |
| Participating Countries | As set out in Section 9 and Section 10 of these Guidelines |
| Personal Information | Has the same meaning as it has in section 6 of the Privacy Act |
| Privacy Act | <i>Privacy Act 1988</i> |
| Postdoctoral Fellow | Person who has completed a PhD and is undertaking research |
| Postgraduate Student | Student who is undertaking studies at a Masters or PhD level |
| Professional Development | Professional training rather than an academic course undertaken to enhance knowledge and skills required for a person's profession |
| Proposed Program | The study, research or professional development activities outlined by applicants in their application for an Endeavour Award |
| TOEFL | Test of English as a Foreign Language |

1 Introduction

1.1 *About the Endeavour Awards*

The Endeavour Awards are managed by DEEWR.

The Endeavour Awards is the Australian Government's internationally competitive, merit-based scholarship program providing opportunities for citizens of the Asia-Pacific, Middle East, Europe and Americas to undertake study, research and professional development in Australia. Awards are also available for Australians to undertake study, research and professional development abroad.

The Endeavour Awards aim to:

- Develop on-going educational, research and professional linkages between individuals, organisations and countries;
- Provide opportunities for high achieving individuals to increase their skills and enhance their global awareness;
- Contribute to Australia's position as a high quality education and training provider, and leader in research and innovation; and
- Increase the productivity of Australians through an international study, research or professional development experience.

1.2 *Purpose of these Guidelines*

These Guidelines provide information for applicants wishing to apply for an Endeavour Award.

2 Summary of Endeavour Awards

For the 2010 round the following Awards will be offered:

2.1 Postgraduate and Postdoctoral Awards

| Award | Study Level | Award Duration | Total Award Value | International Applicants/ Australian Applicants |
|---|--|--|-------------------|--|
| Endeavour Postgraduate Awards | Postgraduate study/research for an Australian Masters degree or PhD | Up to 2 years for a Masters Up to 3 years for a PhD | Up to \$173,500 | International Applicants |
| Endeavour Research Fellowships | Research towards a Masters degree or PhD in home country; or postdoctoral research | 4- 6 months | Up to \$23,500 | International and Australian Applicants |
| Endeavour Australia Cheung Kong Research Fellowships | Research towards a Masters degree or PhD in home country; or postdoctoral research | 4- 6 months | Up to \$23,500 | International and Australian Applicants |
| Endeavour Research Fellowships for Indigenous Australians | Research towards a Masters degree or PhD in home country; or postdoctoral research | 4- 6 months | Up to \$23,500 | Australian Applicants |
| Endeavour Europe Awards | Postgraduate study/research for an Australian Masters degree or PhD | 4 months- 1year | Up to \$38,500 | International Applicants |

2.2 Vocational Education and Training Awards

| Award | Study Level | Award Duration | Total Award Value | International Applicants/ Australian Applicants |
|--|---|----------------|-------------------|--|
| Endeavour Vocational Education and Training (VET) Awards | Diploma, Advanced Diploma, Associate Degree | 1- 2.5 years | Up to \$119,500 | International Applicants |

2.3 Executive Awards

| Award | Study Level | Award Duration | Total Award Value | International Applicants/ Australian Applicants |
|----------------------------|--------------------------|----------------|-------------------|--|
| Endeavour Executive Awards | Professional Development | 1- 4 months | Up to \$20,000 | International and Australian Applicants |

3 Application dates

Main round

Applications for all the 2010 Endeavour Awards open on 6 April 2009 and will close at 11:59PM Australian Eastern Standard Time (AEST) on 31 July 2009.

Second round

Applications for the second round of the 2010 Endeavour Executive Awards open on 1 December 2009 and will close at 11:59PM Australian Eastern Daylight Savings Time (AEDST) on 31 January 2010. DEEWR reserves the right to offer other Awards during the second round.

Applications for Endeavour Awards will not be accepted outside this period.

4 Application Process

Applications must be received prior to the closing date for a round and must satisfy the Eligibility Requirements (see Section 8 below) in order to be considered by the Endeavour Awards selection panel.

Applicants should be aware that applications that are not received by the closing date will be treated as late applications and will not be considered.

Applicants must apply for 2010 Endeavour Awards online via the website:

<https://endeavouradmin.deewr.gov.au/es/esapplication/Security/Login.aspx>. The online application form is only accessible between 6 April and 31 July 2009 (main round), and 1 December 2009 and 31 January 2010 (second round).

Applicants who do not have internet access may request a hard-copy application form by emailing endeavour.awards@deewr.gov.au indicating in their email the reasons why they are unable to apply online in the email. Hardcopy applications must be received by the closing date. Late applications will not be considered.

5 Responsibility of the applicant

Applicants are responsible for ensuring that they have read these Guidelines and all documents referred to in the Guidelines. Applicants should ensure that their applications meet the Eligibility Requirements detailed below. Applicants must also agree to the terms and conditions for each Award [see Section 12 (international applicants) and 13 (Australian applicants) below].

It is the applicant's responsibility to ensure that supporting documentation, including referees reports are submitted by the due date. If supporting documentation is not received or attached to the application by the due date, the application will not be considered.

Applicants are responsible for all costs incurred in the preparation and lodgement of their applications.

6 Online application

The online application process allows applicants to enter details of their proposed program and upload required supporting documentation (see Section 11 below) directly onto the Endeavour Online system.

To apply online, applicants will need to go to the Endeavour Online system at:

<https://endeavouradmin.deewr.gov.au/es/esapplication/Security/Login.aspx>. First time users will need to register with the Endeavour Online system to create a user ID (the applicants nominated email address and password). Once registered, applicants may create a new application or continue working on an existing application.

New applications will be allocated a unique reference number. This application number should be referred to in any correspondence with DEEWR.

Applications do not have to be completed and submitted immediately. Applications may be saved at anytime and may be amended until they are submitted by the closing date. Applications must be completed and submitted by 11:59PM AEST on 31 July 2009 in the case of the main round and 11:59PM AEDST on 31 January 2010 in the case of the second round in order to be considered for a 2010 Endeavour Award.

A *Step by Step Guide to using the Endeavour Online Application System* may be found at: http://www.endeavour.deewr.gov.au/apply_now/apply_now.htm. Applicants may only view and submit applications created by them.

Upon submission of an application, an email acknowledging receipt of the application will automatically be generated and forwarded to the email address (user ID) used to submit the application.

Applicants are advised to submit their application as early as possible due to the large volume of use on the system on the final day of application.

7 Discrepancies, ambiguities, inconsistencies or errors in an application

The Australian Government will not accept responsibility for any misunderstanding arising from the failure by an applicant to comply with these Guidelines, or arising from any ambiguity, discrepancy or error contained in an application.

Applicants should be aware that giving false or misleading information to DEEWR is a serious offence under the *Criminal Code Act 1995* (Cth).

8 Description of 2010 Endeavour Awards

8.1 Endeavour Postgraduate Awards

8.1.1 Award Description

The Endeavour Postgraduate Awards provide full financial support for international students for up to 3 years* to undertake a postgraduate qualification at a Masters or PhD level either by coursework or research in any field of study in Australia.

The Endeavour Postgraduate Awards aim to:

- enable high achieving international students to undertake a postgraduate qualification either by coursework or research in their chosen field of study in Australia
- strengthen bilateral ties between Australia and the participating countries
- showcase Australia's education sector
- strengthen mutual understanding between the people of Australia and Award Holders' home countries
- build international linkages and networks.

8.1.2 Award Benefits

| Funding* | Amount |
|---|--|
| Travel Allowance | \$AUD4,500 |
| Establishment Allowance | \$AUD4,000 |
| Monthly Stipend (up to 3 years on a pro-rata basis) | \$AUD2,500 per month |
| Tuition Fees per semester (for up to 3 years)** | Up to \$AUD12,500 per semester/trimester for PhD Up to \$AUD10,000 per semester/trimester for Masters |
| Total Award Value | Up to \$AUD173,500 for PhD Up to \$AUD108,500 for Masters |

*Funding is available for up to 2 years for a Masters degree and up to 3 years for PhD.

** Tuition fees will be paid up to a maximum of \$AUD40,000 for Masters degrees and a maximum of \$AUD75,000 for PhDs.

Health and travel insurance will be provided.

Additional funds are not available to support accompanying dependants or for return visits to the home country.

8.1.3 Eligibility Requirements for Endeavour Postgraduate Awards

To apply for the 2010 Endeavour Postgraduate Awards, international applicants must first satisfy the eligibility requirements detailed below. Applicants are required to submit a completed online application along with the required supporting documentation.

1. International applicants must be citizens or permanent residents of a participating country and reside in a participating country (see Section 9 below).
2. International Applicants who wish to apply for the 2010 round must not be living, studying or working in Australia in 2009.

Example

Jose from East Timor applies for a 2010 Endeavour Postgraduate Award for a PhD at an Australian University. However, Jose is not eligible for an Endeavour Postgraduate Award as he was studying for his Masters in Australia in 2009.

3. Applicants holding dual citizenship or permanent residency status in their proposed host country are ineligible to apply.
4. Applicants must have completed an undergraduate degree at the time of application that demonstrates high academic achievement.

5. Endeavour Postgraduate Award applicants must have applied for and gained admission to a Masters or PhD course in Australia. Conditional letters of offer will be accepted at the time of application. **A letter to Australian Universities to assist in your application for admission is attached to these Guidelines.**
6. Applicants must demonstrate English language proficiency in one or more of the following ways:
- a. Have undertaken one of the following English language tests, no earlier than 31 December 2007, and obtained the minimum English language requirements set out below:

| Test | Requirements |
|----------------------------------|---|
| IELTS-Academic Test | Overall score of 6.5 with no individual band less than 6.0 |
| TOEFL-Paper Based Test (PBT) | Score of 580 including a TWE (Test of Written English) score of 4.5 |
| TOEFL- Computer Based Test (CBT) | Score of 230 including an Essay Rating score of 4.5 |
| TOEFL-Internet Based Test (IBT) | Overall score of 90 with a minimum score of 22 in the writing section and no less than 20 in the other sections |

Or

- b. Provide Academic Transcripts or Certificates they have if completed at least one year of university study conducted in English in the last five years in one of the following listed countries: American Samoa, Australia, Canada, Fiji, Ireland, Kenya, New Zealand, Papua New Guinea, Singapore, Solomon Islands, South Africa, United Kingdom (including Northern Ireland), United States of America or Zambia.

Please note that the above requirements are only for the Endeavour Awards.

Applicants will still need to meet English language requirements for:

- entry into the proposed organisation/institution; and
- obtaining a visa from DIAC. Information regarding visa requirements is available at: <http://www.immi.gov.au>.

7. Three referee reports must be submitted on the form provided on the Endeavour Online system. One referee report must be from a supervisor, lecturer or course convenor who is familiar with the applicant's recent academic performance (see Section 11 below).
8. All Endeavour Postgraduate Award Holders must commence their approved program and Award between 15 January and 30 November 2010. Applicants who have commenced or intend to commence their program at their host organisation in 2009 are ineligible to apply.
9. Applicants who completed an Endeavour Award and/or AusAID scholarship in the two calendar years before the current round of the Endeavour Awards are not eligible to apply.

Example

Cally completed her AusAID scholarship in 2008. She will not be able to apply for an Endeavour Award until the 2011 round.

8.2 Endeavour Research Fellowships

8.2.1 Award Description

The Endeavour Research Fellowships provide financial support for postgraduate students and postdoctoral fellows from participating countries to undertake short-term research (4-6 months) towards a Masters, PhD or postdoctoral research in their home country, in any field of study in Australia; and for Australian postgraduate and postdoctoral students to undertake short term research (4-6 months) towards a Masters, PhD or postdoctoral research in Australia, in any field of study, in participating countries.

The Endeavour Research Fellowships aim to:

- enable high achieving scholars from participating countries to undertake research in Australia and for Australians to do the same abroad
- further develop Award Holders' knowledge and skills in their field of research
- strengthen bilateral ties between Australia and the participating countries
- showcase Australia's educational sector
- strengthen mutual understanding between the people of Australia and Award Holders' home countries
- build international linkages and networks.

8.2.2 Award Benefits

| Funding | Amount |
|--|----------------------|
| Travel Allowance | \$AUD4,500 |
| Establishment Allowance | \$AUD4,000 |
| Monthly Stipend (up to 6 months on a pro-rata basis) | \$AUD2,500 per month |
| Total Award Value | Up to \$AUD23,500 |

Health and travel insurance will be provided.

Endeavour Research Fellowships do not provide funding to cover tuition fees.

Additional funds are not available to support accompanying dependants or for return visits to the home country.

8.2.3 Eligibility Requirements for Endeavour Research Fellowships

To apply for the 2010 Endeavour Research Fellowships, international and Australian applicants must first satisfy the eligibility requirements detailed below. Applicants are required to submit a completed online application along with the required supporting documentation.

1. International applicants must be citizens or permanent residents of a participating country and reside in a participating country (see Section 9 below).
2. Applicants (international and Australian) must be enrolled in a Masters or PhD course in their home country or have completed a PhD.

Example

Minh is currently enrolled in a PhD course at a university in Canada. Minh is a citizen and permanent resident of Vietnam but resides in Canada where he is undertaking his PhD. Minh is not eligible to apply for an Endeavour Research Fellowship as he is not enrolled in a PhD course in his home country.

3. International Applicants who wish to apply for the 2010 round must not be living, studying or working in Australia in 2009.
4. Australian applicants must be citizens or permanent residents of Australia and reside in Australia. Applicants must not be studying, living or working in the proposed host country in 2009 (see Section 10 below).
5. Applicants holding dual citizenship or permanent residency status in their proposed host country are ineligible to apply.

6. Applicants must have completed an undergraduate degree at the time of application that demonstrates high academic achievement.
7. Applicants (both international and Australian) must demonstrate English language proficiency in one or more of the following ways:
 - a. Have undertaken one of the following English language tests, no earlier than 31 December 2007, and obtained the minimum English language requirements set out below:

| Test | Requirements |
|----------------------------------|---|
| IELTS-Academic Test | Overall score of 6.5 with no individual band less than 6.0 |
| TOEFL-Paper Based Test (PBT) | Score of 580 including a TWE (Test of Written English) score of 4.5 |
| TOEFL- Computer Based Test (CBT) | Score of 230 including an Essay Rating score of 4.5 |
| TOEFL-Internet Based Test (IBT) | Overall score of 90 with a minimum score of 22 in the writing section and no less than 20 in the other sections |

Or

- b. Provide Academic Transcripts or Certificates if they have completed at least one year of university study conducted in English in the last five years in one of the following listed countries: American Samoa, Australia, Canada, Fiji, Ireland, Kenya, New Zealand, Papua New Guinea, Singapore, Solomon Islands, South Africa, United Kingdom (including Northern Ireland), United States of America or Zambia

Or

- c. Provide written confirmation from the host organisation/institution that the applicant's English language is suitable for the proposed research program (**Postdoctoral Research Applicants only**).

Please note that the above requirements are only for the Endeavour Awards.

Applicants will still need to meet English language requirements for:

- entry into the proposed organisation/institution; and
- obtaining a visa from DIAC (international applicants only). Information regarding visa requirements is available at: <http://www.immi.gov.au>.

8. Three referee reports must be submitted on the form provided on the Endeavour Online system. One referee report must be from a supervisor, lecturer or course convenor who is familiar with the applicant's recent academic performance (see Section 11 below).
9. Endeavour Research Fellowships Award Holders must spend a minimum of 4 months and a maximum of 6 months at their host institution. The research project generally must be taken in one block; however it may be broken into two blocks in the same year in exceptional circumstances and must be clearly outlined at the time of application.
10. All Endeavour Award Holders must commence their approved program and Award between 15 January and 30 November 2010. Applicants who have commenced or intend to commence their program at their host organisation in 2009 are ineligible to apply.
11. Applicants who completed an Endeavour Award and/or AusAID scholarship in the two calendar years before the current round of the Endeavour Awards are not eligible to apply.

Example

Cally completed her Endeavour Award in 2008. She will not be able to apply for an Endeavour Award until the 2011 round.

8.3 Endeavour Australia Cheung Kong Research Fellowships

8.3.1 Award Description

The Endeavour Australia Cheung Kong Research Fellowships provide financial support for postgraduate students and postdoctoral fellows from participating Asian countries to undertake short-term research (4-6 months) towards a Masters, PhD or postdoctoral research in their home country, in any field of study in Australia; and for Australian postgraduate and postdoctoral students to undertake short term research (4-6 months) towards a Masters, PhD or postdoctoral research in Australia, in any field of study, in participating Asian countries.

The Endeavour Australia Cheung Kong Research Fellowships aim to:

- enable high achieving scholars from Asia to undertake research in Australia and for Australians to undertake research in Asia
- further develop the social and economic environment of Asia and Australia
- strengthen bilateral ties between Australia and Asia
- showcase Australia's educational sector
- strengthen mutual understanding between the people of Asia and Australia
- further develop Award Holders' knowledge and skills in their fields of study
- build international linkages and networks.

8.3.2 Award Benefits

| Funding | Amount |
|--|----------------------|
| Travel Allowance | \$AUD4,500 |
| Establishment Allowance | \$AUD4,000 |
| Monthly Stipend (up to 6 months on a pro-rata basis) | \$AUD2,500 per month |
| Total Award Value | Up to \$AUD23,500 |

Health and travel insurance will be provided.

Endeavour Australia Cheung Kong Research Fellowships do not provide funding to cover tuition fees.

Additional funds are not available to support accompanying dependants or for return visits to the home country.

Applicants for the Endeavour Cheung Kong Research Fellowships will be automatically considered for the Endeavour Research Fellowships. There is no need to submit a separate application for the Endeavour Research Fellowships.

8.3.3 Eligibility Requirements for Endeavour Australia Cheung Kong Research Fellowships

To apply for the 2010 Endeavour Australia Cheung Kong Research Fellowships, international and Australian applicants must first satisfy the eligibility requirements detailed below. Applicants are required to submit a completed online application along with the required supporting documentation.

1. International applicants must be citizens or permanent residents of a participating country and reside in a participating country (see Section 9 below).
2. Applicants (international and Australian) must be enrolled in a Masters or PhD course in their home country or have completed a PhD.

Example

Lee is currently enrolled in a PhD course at a university in the USA. Lee is a citizen and permanent resident of Singapore but resides in the USA where she is undertaking her PhD. Lee is not eligible to apply for an Endeavour Australia Cheung Kong Research Fellowship as the USA is not a participating country.

3. International Applicants who wish to apply for the 2010 round must not be living, studying or working in Australia in 2009.

4. Australian applicants must be citizens or permanent residents of Australia and reside in Australia. Applicants must not be studying, living or working in the proposed host country in 2009 (see Section 10 below).
5. Applicants holding dual citizenship or permanent residency status in their proposed host country are ineligible to apply.
6. Applicants must have completed an undergraduate degree at the time of application that demonstrates high academic achievement.
7. Applicants (both international and Australian) must demonstrate English language proficiency in one or more of the following ways:
 - a. Have undertaken one of the following English language tests, no earlier than 31 December 2007, and obtained the minimum English language requirements set out below:

| Test | Requirements |
|----------------------------------|---|
| IELTS-Academic Test | Overall score of 6.5 with no individual band less than 6.0 |
| TOEFL-Paper Based Test (PBT) | Score of 580 including a TWE (Test of Written English) score of 4.5 |
| TOEFL- Computer Based Test (CBT) | Score of 230 including an Essay Rating score of 4.5 |
| TOEFL-Internet Based Test (IBT) | Overall score of 90 with a minimum score of 22 in the writing section and no less than 20 in the other sections |

Or

- b. Provide Academic Transcripts or Certificates if they have completed at least one year of university study conducted in English in the last five years in one of the following listed countries: American Samoa, Australia, Canada, Fiji, Ireland, Kenya, New Zealand, Papua New Guinea, Singapore, Solomon Islands, South Africa, United Kingdom (including Northern Ireland), United States of America or Zambia

Or

- c. Provide written confirmation from the host organisation/institution that the applicant's English language is suitable for the proposed research program (**Postdoctoral Research Applicants only**).

Please note that the above requirements are only for the Endeavour Awards.

Applicants will still need to meet English language requirements for:

- entry into the proposed organisation/institution; and
- obtaining a visa from DIAC (international applicants only). Information regarding visa requirements is available at: <http://www.immi.gov.au>.

8. Three referee reports must be submitted on the form provided on the Endeavour Online system. One referee report must be from a supervisor, lecturer or course convenor who is familiar with the applicant's recent academic performance (See Section 11 below).
9. Endeavour Australia Cheung Kong Research Fellowships Award Holders must spend a minimum of 4 months and a maximum of 6 months at their host institution. The research project generally must be taken in one block; however it may be broken into two blocks in the same year in exceptional circumstances and must be clearly outlined at the time of application.
10. All Endeavour Award Holders must commence their approved program and Award between 15 January and 30 November 2010. Applicants who have commenced or intend to commence their program at their host organisation in 2009 are ineligible to apply.
11. Applicants who completed an Endeavour Award and/or AusAID scholarship in the two calendar years before the current round of the Endeavour Awards are not eligible to apply.

Example

Cally completed her Endeavour Award in 2008. She will not be able to apply for an Endeavour Award until the 2011 round.

8.4 Endeavour Research Fellowships for Indigenous Australians

8.4.1 Award Description

The Endeavour Research Fellowships for Indigenous Australians provide financial support for Indigenous postgraduate students and postdoctoral fellows to undertake short-term research (4-6 months) towards an Australian Masters or PhD; or postdoctoral research in any field of study. The research is to be undertaken in participating countries within the Asia-Pacific and Middle East regions.

The Endeavour Research Fellowships for Indigenous Australians aim to:

- enable high achieving Indigenous Australian scholars to undertake research in participating countries within the Asia-Pacific and Middle East regions
- further develop Award Holders' knowledge and skills in their field of research
- strengthen bilateral ties between Australia and the participating countries
- showcase Australia's educational sector
- strengthen mutual understanding between the people of Australia and Award Holders' host countries
- build international linkages and networks.

8.4.2 Award Benefits

| Funding | Amount |
|--|----------------------|
| Travel Allowance | \$AUD4,500 |
| Establishment Allowance | \$AUD4,000 |
| Monthly Stipend (up to 6 months on a pro-rata basis) | \$AUD2,500 per month |
| Total Award Value | Up to \$AUD23,500 |

Health and travel insurance will be provided.

Endeavour Research Fellowships for Indigenous Australians do not provide funding to cover tuition fees.

Additional funds are not available to support accompanying dependants or for return visits to Australia.

8.4.3 Eligibility Requirements for Endeavour Research Fellowships for Indigenous Australians

To apply for the 2010 Endeavour Research Fellowships for Indigenous Australians, Australian applicants must first satisfy the eligibility requirements detailed below. Applicants are required to submit a completed online application along with the required supporting documentation.

1. Australian applicants must be citizens of Australia or permanent residents residing in Australia. Applicants must not be studying, living or working in the proposed host country in 2009 (see Section 10 below).

Example

Jason from Australia applies for a 2010 Endeavour Research Fellowship for Indigenous Australians for postdoctoral research at a Chinese University. However, Jason is not eligible for an Endeavour Research Fellowship as he was working in China in 2009.

2. Applicants holding dual citizenship or permanent residency status in their proposed host country are ineligible to apply.
3. Applicants must have completed an undergraduate degree at the time of application that demonstrates high academic achievement.
4. Endeavour Research Fellowships for Indigenous Australian applicants must be enrolled in a Masters or PhD course in Australia or have completed a PhD.
5. Applicants must demonstrate English language proficiency in one or more of the following ways:

- a. Provide Academic Transcripts or Certificates if they have completed at least one year of university study conducted in English in the last five years in one of the following listed countries: American Samoa, Australia, Canada, Fiji, Ireland, Kenya, New Zealand, Papua New Guinea, Singapore, Solomon Islands, South Africa, United Kingdom (including Northern Ireland), United States of America or Zambia

Or

- c. Provide written confirmation from the host organisation/institution that the applicant's English language is suitable for the proposed research program (**Postdoctoral Research Applicants only**).

Please note that the above requirements are only for the Endeavour Awards.

It is the responsibility of a successful applicant to:

- gain entry into the proposed organisation/institution; and
 - apply for and satisfy the requirements for the issue of the appropriate entry visa to their host country.
6. Three referee reports must be submitted on the form provided on the Endeavour Online system. One referee report must be from a supervisor, lecturer or course convenor who is familiar with the applicant's recent academic performance (see Section 11 below).
 7. Endeavour Research Fellowships for Indigenous Australians Award Holders must spend a minimum of 4 months and a maximum of 6 months at their host institution. The research project generally must be taken in one block; however it may be broken into two blocks in the same year. This must be clearly outlined at the time of application.
 8. Endeavour Research Fellowships for Indigenous Australian applicants must be of Aboriginal or Torres Strait Islander descent, identify as an Aboriginal or Torres Strait Islander person and be accepted as such by the community in which they live or have lived (see Section 11 below).
 9. All Endeavour Award Holders must commence their approved program and Award between 15 January and 30 November 2010. Applicants who have commenced or intend to commence their program at their host organisation in 2009 are ineligible to apply.
 10. Applicants who completed an Endeavour Award and/or AusAID scholarship in the two calendar years before the current round of the Endeavour Awards are not eligible to apply.

Example

Cally completed her Endeavour Award in 2008. She will not be able to apply for an Endeavour Award until the 2011 round.

8.5 Endeavour Europe Awards

8.5.1 Award Description

The Endeavour Europe Awards provide financial assistance for postgraduate students from participating countries in Europe to undertake, in any field of study, a Masters degree or PhD in Australia.

The Endeavour Europe Awards aim to:

- assist high achieving students from Europe to undertake study in Australia
- strengthen bilateral ties between Australia and participating countries
- showcase Australia's educational sector
- strengthen mutual understanding between Australians and nationals of the participating countries
- further develop Award Holders' knowledge and skills in their fields of study
- build international linkages and networks.

8.5.2 Award Benefits

| Funding | Amount |
|---|----------------------|
| Travel Allowance | \$AUD4,500 |
| Establishment Allowance | \$AUD4,000 |
| Monthly Stipend (up to 12 months on a pro-rata basis) | \$AUD2,500 per month |
| Total Award Value | Up to \$AUD38,500 |

Health and travel insurance will be provided.

Endeavour Europe Awards do not provide funding to cover tuition fees.

Funding is available for up to 12 months only and applicants should ensure that they have other funding sources to complete their study if the course extends beyond 12 months.

Additional funds are not available to support accompanying dependants or for return visits to the home country.

8.5.3 Eligibility Requirements for Endeavour Europe Awards

To apply for the 2010 Endeavour Europe Awards, international applicants must first satisfy the eligibility requirements detailed below. Applicants are required to submit a completed online application along with the required supporting documentation.

1. Applicants must be citizens or permanent residents of a participating country and reside in a participating country (see Section 9 below).
2. International Applicants who wish to apply for the 2010 round must not be living, studying or working in Australia in 2009.

Example

Elena from Spain applies for a 2010 Endeavour Europe Award for a PhD at an Australian University. However, Elena is not eligible for an Endeavour Europe Award as she was studying for her Masters in Australia in 2009.

3. Applicants holding dual citizenship or permanent residency status in their proposed host country are ineligible to apply.
4. Applicants must have completed an undergraduate degree at the time of application that demonstrates high academic achievement.
5. Endeavour Europe Award applicants must have applied for and gained admission to a Masters or PhD course in Australia. Conditional letters of offer will be accepted at the time of application. **A letter to Australian Universities to assist in your application for admission is attached to these Guidelines.**
6. Applicants must demonstrate English language proficiency in one or more of the following ways:

- a. Have undertaken one of the following English language tests, no earlier than 31 December 2007, and obtained the minimum English language requirements set out below:

| Test | Requirements |
|----------------------------------|---|
| IELTS-Academic Test | Overall score of 6.5 with no individual band less than 6.0 |
| TOEFL-Paper Based Test (PBT) | Score of 580 including a TWE (Test of Written English) score of 4.5 |
| TOEFL- Computer Based Test (CBT) | Score of 230 including an Essay Rating score of 4.5 |
| TOEFL-Internet Based Test (IBT) | Overall score of 90 with a minimum score of 22 in the writing section and no less than 20 in the other sections |

Or

- b. Provide Academic Transcripts or Certificates if they have completed at least one year of university study conducted in English in the last five years in one of the following listed countries: American Samoa, Australia, Canada, Fiji, Ireland, Kenya, New Zealand, Papua New Guinea, Singapore, Solomon Islands, South Africa, United Kingdom (including Northern Ireland), United States of America or Zambia.

Please note that the above requirements are only for the Endeavour Awards.

Applicants will still need to meet English language requirements for:

- entry into the proposed organisation/institution; and
- obtaining a visa from DIAC. Information regarding visa requirements is available at: <http://www.immi.gov.au>.

7. Three referee reports must be submitted on the form provided on the Endeavour Online system. One referee report must be from a supervisor, lecturer or course convenor who is familiar with the applicant's recent academic performance (see Section 11 below).
8. All Endeavour Europe Award Holders must commence their approved program and Award between 15 January and 30 November 2010. Applicants who have commenced or intend to commence their program at their host organisation in 2009 are ineligible to apply.
9. Applicants who completed an Endeavour Award and/or AusAID scholarship in the two calendar years before the current round of the Endeavour Awards are not eligible to apply.

Example

Cally completed her Endeavour Award in 2008. She will not be able to apply for an Endeavour Award until the 2011 round.

8.6 Endeavour Vocational Education and Training (VET) Awards

8.6.1 Award Description

The Endeavour Vocational Education and Training (VET) Awards provide financial support for up to 2.5 years for international students from participating countries to undertake vocational education at a Diploma, Advanced Diploma or Associate Degree level in any field of study in Australia. Vocational education and training provides occupational or work-related knowledge and skills. The courses are traditionally non-academic and directly related to a trade, occupation or 'vocation' in which the applicant participates. These courses exclude degree and higher level programs normally delivered by universities.

English language training in Australia is also available when the English language proficiency requirements of the Australian host institution are not met (See Eligibility Requirements below).

The Endeavour VET Awards aim to:

- enable high achieving students to undertake study in Australia
- further develop Award Holders' knowledge and skills in their areas of expertise
- showcase Australia's vocational education and training sector
- strengthen mutual understanding between the people of Australia and Award Holders' home countries
- build linkages and networks between Australia and participating countries
- address skills shortages in Award Holders' home countries.

8.6.2 Award Benefits

| Funding | Amount |
|--|-------------------------------|
| Travel Allowance | \$AUD4,500 |
| Establishment Allowance | \$AUD4,000 |
| Monthly Stipend (up to 2.5 years on a pro-rata basis) | \$AUD2,500 per month |
| Tuition Fees each semester (up to 2 years)* | Up to \$AUD6,500 per semester |
| English language training fees (up to 6 months, if required) | Up to \$AUD10,000 |
| Total Award Value | Up to \$AUD119,500 |

*Tuition fees will be paid up to a maximum of \$AUD13,000 per year (\$AUD26,000 for 2 years).

Health and travel insurance will be provided.

Additional funds are not available to support accompanying dependants or for return visits to the home country.

Awards are up to 2.5 years in duration consisting of:

- Up to 6 months English language training (if required)
- Up to 2 years study towards a Diploma, Advanced Diploma or Associate Degree.

8.6.3 Eligibility Requirements for Endeavour Vocational Education and Training (VET) Awards

To apply for the 2010 Endeavour Vocational Education and Training (VET) Awards, international applicants must first satisfy the eligibility requirements detailed below. Applicants are required to submit a completed online application along with the required supporting documentation.

1. Applicants must be citizens or permanent residents of a participating country and reside in a participating country (see Section 9 below).
2. Applicants who wish to apply for the 2010 round must not be or have been studying, living or working in Australia in 2009.

Example

Dorji from Bhutan applies for a 2010 Endeavour VET Award to undertake a Diploma. However, Dorji is not eligible for an Endeavour Award as he was working in Australia in 2009.

3. Applicants holding dual Australian citizenship or permanent residency status in Australia are ineligible to apply.
4. Applicants must have completed a qualification equivalent to the Australian Senior School Certificate of Education (Year 12).
5. Applicants must have applied for and gained admission to a Diploma, Advanced Diploma or Associate Degree course at an Australian vocational education institution. Conditional letters of offer will be accepted at the time of application. **A letter to potential host institutions to assist with your application for admission is attached to these Guidelines.**
6. Applicants must demonstrate English language proficiency in one or more of the following ways:
 - a. Have undertaken one of the following English language tests no earlier than 31 December 2007, and obtained the minimum English language requirements set out below :

| Test | Requirements |
|---------------------------------|--|
| IELTS-Academic Test | Overall score of 5.0 with no individual Band less than 4.5. English language training will be provided to successful applicants who have obtained an overall score of 5.0 but below 6.0. |
| TOEFL-Paper Based Test (PBT) | Score of 510 including a Test of Written English (TWE) score of no less than 4.0. English language training will be provided to successful applicants who have obtained a score of 510 including TWE score of 4.0 or above but below 550 including a TWE score of 4.5. |
| TOEFL-Computer Based Test (CBT) | Score of 180 with an Essay Rating score of no less than 4.0. English language training will be provided to successful applicants who have obtained a score of 180 including Essay score of 4.0 or above but below 213 including Essay Rating score of 4.5. |
| TOEFL-Internet Based Test (IBT) | Overall score of 64. English language training will be provided to successful applicants who have obtained an overall score of 64 or above but below 80. |

Or

- b. having completed senior secondary study conducted in English or at least one year of full-time post secondary school study conducted in English in one of the following countries:
American Samoa, Australia, Canada, Fiji, Ireland, Kenya, New Zealand, Papua New Guinea, Singapore, Solomon Islands, South Africa, United Kingdom (including Northern Ireland), United States of America or Zambia.

Please note that the above requirements are only for the Endeavour Awards.

Applicants will still need to meet English language requirements for:

- entry into their proposed institution; and
- obtaining a visa from DIAC. Information regarding visa requirements is available at:
<http://www.immi.gov.au>.

7. Three referee reports must be submitted on the form provided on the Endeavour Online system. One referee report must be from a supervisor, lecturer or course convenor who is familiar with the applicant's recent academic performance (See Section 11 below).
8. All Endeavour Award Holders must commence their approved program and Award between 15 January and 30 November 2010. Applicants who have commenced or intend to commence their programs at their host organisations in 2009 are ineligible for an Award.

9. Applicants who completed an Endeavour Award and/or AusAID scholarship in the two calendar years before the current round of the Endeavour Awards are not eligible to apply.

Example

Cally completed her Endeavour Award in 2008. She will not be able to apply for an Endeavour Award until the 2011 round.

8.7 Endeavour Executive Awards

8.7.1 Award Description

The Endeavour Executive Awards provide professional development opportunities (1-4 months) for high achievers in business, industry, education or government from participating countries, including Australia.

The Awards focus on building skills and knowledge through a host work environment rather than through formal enrolment in a study program at a host institution and are not intended to fund direct academic research.

Professional development activities could include management training, peer-to-peer learning, mentoring, short courses and developing leadership skills.

The Endeavour Executive Awards aim to:

- enable high achieving professionals to further develop their skills and knowledge
- deepen professional engagements between Australia and participating countries
- strengthen mutual understanding between the people of Australia and Award Holders' host countries
- build linkages and networks between Australia and participating countries
- allow professionals the opportunity, on returning to their home country, to share their updated skills and knowledge with colleagues.

Applicants must be nominated by either their home organisation or host organisation. The professional development activity must not have a commercial outcome as its purpose.

Host organisations for international applicants cannot be an Australian branch of the applicant's home organisation.

Host organisations for Australian applicants cannot be an offshore branch of the applicant's home organisation. In addition, Australians cannot be hosted by any Australian organisation or institution, including Australian Government offices overseas.

Example

Amy works for an Australian university. Amy cannot apply for an Endeavour Executive Award to undertake her Award at an offshore campus of her university or at any Australian organisation offshore, including Australian Government offices overseas.

It is the responsibility of the applicant to research and find an appropriate host organisation and develop their proposed professional development program. DEEWR cannot provide advice on host organisations for the Endeavour Executive Awards.

A home or host organisation may nominate up to 5 applicants.

8.7.2 Award Benefits

| Funding | Amount |
|---|----------------------|
| Travel Allowance | \$AUD5,000 |
| Establishment Allowance | \$AUD5,000 |
| Monthly Stipend (1 to 4 months on a pro-rata basis) | \$AUD2,500 per month |
| Total Award Value | Up to \$AUD20,000 |

Health and travel insurance will be provided.

Additional funds are not available to support accompanying dependents or for return visits to the home country.

8.7.3 Eligibility Requirements for Endeavour Executive Awards

To apply for the 2010 Endeavour Executive Awards, international and Australian applicants must first satisfy the eligibility requirements detailed below. Applicants are required to submit a completed online application along with the required supporting documentation.

1. International applicants must be citizens or permanent residents of a participating country and reside in a participating country (see Section 9 below).

Example

Raj is an Indian citizen but a permanent resident of the United Kingdom (UK). Raj lives, works and intends to return to his job as an engineer in the UK at the end of his Endeavour Executive Awards. Raja cannot apply for the 2010 Endeavour Executive Award as the UK is not a participating country for the Endeavour Executive Awards. However, if he was living and working in India and intending to return to India at the end of his Endeavour Executive Award, he would be eligible to apply as India is a participating country.

2. International Applicants who wish to apply for the 2010 round must not be living, studying or working in Australia in 2009.
3. Australian applicants must be residing in Australia. Applicants must not be studying, living or working in the proposed host country in 2009.
4. Applicants holding dual citizenship or permanent residency status in their host country are ineligible to apply.
5. Applicants (both international and Australian) must have an undergraduate degree and at least 5 years professional work experience. Applicants not holding an undergraduate degree will need to demonstrate at least 10 years relevant professional work experience.
6. Applicants must be nominated by either their home organisation or the host organisation.
7. Applicants must have in writing confirmation of acceptance or affiliation with the host organisation(s).
8. Applicants (both international and Australian) must demonstrate English language proficiency in one of the following ways:
 - a. Have undertaken one of the following English language tests, no earlier than 31 December 2007, and obtained the minimum English language requirements set out below:

| Test | Requirements |
|---------------------------------|---|
| IELTS-Academic Test | Overall score of 6.5 with no individual band less than 6.0 |
| TOEFL-Paper Based Test (PBT) | Score of 580 including a TWE (Test of Written English) score of 4.5 |
| TOEFL-Computer Based Test (CBT) | Score of 230 including an Essay Rating score of 4.5 |
| TOEFL-Internet Based Test (IBT) | Overall score of 90 with a minimum score of 22 in the writing section and no less than 20 in the other sections |

Or

- b. Provide Academic Transcripts or Certificates if they have completed at least one year of university study conducted in English in the last five years in one of the following listed countries: American Samoa, Australia, Canada, Fiji, Ireland, Kenya, New Zealand, Papua New Guinea, Singapore, Solomon Islands, South Africa, United Kingdom (including Northern Ireland), United States of America or Zambia.

Or

- c. Provide written confirmation from their home organisation (Australian applicants) or their host organisation (international applicants) that the applicant's English language ability is suitable for the proposed professional development activity

9. Three referee reports must be submitted on the form provided on the Endeavour Online system. One referee report must be from a supervisor, lecturer or course convenor who is familiar with the applicant's recent academic performance (see Section 11 below).
10. Applicants must spend a minimum of 1 month and a maximum of 4 months at their host organisation. The professional development activity must be taken in one block; it cannot be broken into two or more visits to the host country.

11. Award Holders must commence their approved program and Award between 15 January and 30 November 2010 (main round) and 1 July and 30 November 2010 (second round). Applicants who have commenced or intend to commence their program at their host organisation in 2009 are ineligible for an Award.
12. Applicants who completed an Endeavour Award and/or AusAID scholarship in the two calendar years before the current round of the Endeavour Awards are not eligible to apply.

Example

Cally completed her Endeavour Award in 2008. She will not be able to apply for an Endeavour Award until the 2011 round.

9 Participating Countries (International Applicants)

International applicants applying for an Endeavour Award for study, research or professional development activities in Australia must be citizens or permanent residents of a participating country and reside in a participating country for the relevant Award. Applicants who are permanent residents of Australia or are currently living, working or studying in Australia are not eligible to apply as international applicants.

| Endeavour Award | Eligible Participating Countries |
|--|---|
| <p>Endeavour Postgraduate Awards</p> <p>Endeavour VET Awards</p> | <p>Afghanistan, Bangladesh, Bahrain, Bhutan, Brunei Darussalam, Cambodia, China (including Hong Kong and Macau SARs), Cook Islands, East Timor, Fiji, French Polynesia, India, Indonesia, Iran, Iraq, Japan, Jordan, Kiribati, Kuwait, Laos, Lebanon, Malaysia, Maldives, Marshall Islands, Federated States of Micronesia, Mongolia, Nauru, Nepal, New Caledonia, Niue, Oman, Pakistan, Papua New Guinea, Philippines, Republic of Korea (South), Republic of Palau, Qatar, Samoa, Saudi Arabia, Singapore, Solomon Islands, Sri Lanka, Syria, Taiwan, Thailand, Tokelau, Tonga, Tuvalu, Turkey, United Arab Emirates, Vanuatu, Vietnam, Wallis and Futuna, and Yemen.</p> |
| <p>Endeavour Executive Awards</p> | <p>Afghanistan, Bangladesh, Bahrain, Bhutan, Brunei Darussalam, Cambodia, China (including Hong Kong and Macau SARs), Cook Islands, East Timor, Fiji, French Polynesia, India, Indonesia, Iran, Iraq, Japan, Jordan, Kiribati, Kuwait, Laos, Lebanon, Malaysia, Maldives, Marshall Islands, Federated States of Micronesia, Mongolia, Nauru, Nepal, New Caledonia, New Zealand, Niue, Oman, Pakistan, Papua New Guinea, Philippines, Republic of Korea (South), Republic of Palau, Qatar, Samoa, Saudi Arabia, Singapore, Solomon Islands, Sri Lanka, Syria, Taiwan, Thailand, Tokelau, Tonga, Tuvalu, Turkey, United Arab Emirates, Vanuatu, Vietnam, Wallis and Futuna, and Yemen.</p> |
| <p>Endeavour Research Fellowships</p> | <p>Asia-Pacific and Middle East Afghanistan, Bangladesh, Bahrain, Bhutan, Brunei Darussalam, Cambodia, China (including Hong Kong and Macau SARs), Cook Islands, East Timor, Fiji, French Polynesia, India, Indonesia, Iran, Iraq, Japan, Jordan, Kiribati, Kuwait, Laos, Lebanon, Malaysia, Maldives, Marshall Islands, Federated States of Micronesia, Mongolia, Nauru, Nepal, New Caledonia, New Zealand, Niue, Oman, Pakistan, Papua New Guinea, Philippines, Republic of Korea (South), Republic of Palau, Qatar, Samoa, Saudi Arabia, Singapore, Solomon Islands, Sri Lanka, Syria, Taiwan, Thailand, Tokelau, Tonga, Tuvalu, Turkey, United Arab Emirates, Vanuatu, Vietnam, Wallis and Futuna, and Yemen.</p> <p>Europe European Union Member States (Austria, Belgium, Bulgaria, Republic of Cyprus, the Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden and the United Kingdom), and Norway, Switzerland, and Croatia.</p> <p>Americas Canada, Argentina, Bolivia, Brazil, Chile, Colombia, Costa Rica, Cuba, Dominican Republic, Ecuador, El Salvador, Guatemala, Guyana, Haiti, Honduras, Mexico, Nicaragua, Panama, Paraguay, Peru, Suriname, Uruguay, Venezuela.</p> |
| <p>Endeavour Cheung Kong Research Fellowships</p> | <p>China (including Hong Kong and Macau SARs), India, Indonesia, Korea, Malaysia, Singapore, Thailand and Vietnam.</p> |
| <p>Endeavour Europe Awards</p> | <p>European Union Member States (Austria, Belgium, Bulgaria, Republic of Cyprus, the Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden and the United Kingdom), and Norway, Switzerland, and Croatia.</p> |

10 Participating Countries (Australian Applicants)

Citizens and permanent residents of Australia who are currently residing in Australia can apply for an Endeavour Award for research or professional development activities in the following participating countries.

| Endeavour Awards | Eligible Participating Destination Countries |
|---|--|
| Endeavour Executive Awards Endeavour Research Fellowships Endeavour Research Fellowships for Indigenous Australians | Bangladesh, Bahrain, Bhutan, Brunei Darussalam, Cambodia, China (including Hong Kong and Macau SARs), Cook Islands, East Timor, Fiji, French Polynesia, India, Indonesia, Iran, Japan, Jordan, Kiribati, Kuwait, Laos, Lebanon, Malaysia, Maldives, Marshall Islands, Federated States of Micronesia, Mongolia, Nauru, Nepal, New Caledonia, New Zealand, Niue, Oman, Pakistan, Papua New Guinea, Philippines, Republic of Korea (South), Republic of Palau, Qatar, Samoa, Saudi Arabia, Singapore, Solomon Islands, Sri Lanka, Syria, Taiwan, Thailand, Tokelau, Tonga, Tuvalu, Turkey, United Arab Emirates, Vanuatu, Vietnam, Wallis and Futuna, and Yemen. |
| Endeavour Cheung Kong Research Fellowships | China (including Hong Kong and Macau SARs), India, Indonesia, Korea, Malaysia, Singapore, Thailand and Vietnam. |

11 Required Documentation

11.1 Summary of required documentation

To be considered for a 2010 Endeavour Award, applicants must complete an online application and provide the supporting documentation as listed below.

| Required Documents | Endeavour Postgraduate Awards | Endeavour Research Fellowship | Endeavour Australia Cheung Kong Research Fellowship | Endeavour Research Fellowship for Indigenous Australians | Endeavour VET Awards | Endeavour Executive Awards | Endeavour Europe Awards |
|--|-------------------------------|-------------------------------|---|--|----------------------|----------------------------|-------------------------|
| Proof of citizenship | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Proof of permanent residency if different from citizenship | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Proof of English language proficiency | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Evidence of academic achievement | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Confirmation of affiliation/admission | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Referee reports | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Employment record / curriculum vitae | | | | | | ✓ | |
| Nomination | | | | | | ✓ | |
| Evidence of being Indigenous | | | | ✓ | | | |

11.2 Description of Required Documentation

Proof of citizenship

Applicants must provide one of the following to satisfy documentation requirements:

- Certified/attested copy of the data page of a current passport showing full name, date of birth, and country of citizenship; or
- Certified/attested copy of a birth certificate or national identity card showing full name, date of birth, and country of citizenship.

If the original document is not in English, an official English translation must be provided.

Proof of permanent residency (if different to country of citizenship)

- Certified/attested copy of official documentation showing evidence of residency.

Proof of Australian Aboriginality

- Applicants for the Endeavour Research Fellowships for Indigenous Australians must be of Aboriginal or Torres Strait Islander descent; identify as an Aboriginal or Torres Strait Islander; and accepted as such by the community in which they live or have lived. Applicants must provide a written statement confirming the above. Applicants may wish to provide a statement in writing from the Chairperson of the Aboriginal or Torres Strait Islander community in which they live or have lived confirming the above.

Proof of English language proficiency

Applicants must provide one of the following to satisfy documentation requirements:

- IELTS - A certified/attested copy of an IELTS result. The test should have been undertaken no earlier than 31 December 2007 and meet the minimum Award requirements;
- TOEFL - A certified/attested copy of a TOEFL result. The test should have been undertaken no earlier than 31 December 2007 and meet the minimum Award requirements;
- Proof of completion of study conducted in English from one of the relevant countries (as outlined earlier in the Guidelines) may be in the form of an Academic Transcript or degree certificate;
- **For Postdoctoral Research and Executive Award Applicants** - A letter from the host institution/organisation confirming the applicant's English language ability is suitable for the proposed research or professional development activity. This letter must be on the host institution's official letterhead and signed by a senior officer.

Proof of academic achievements

Postgraduate and Postdoctoral applicants

- Academic transcripts - Certified/attested copies of full academic transcripts showing the subjects and standard of pass for each. If the transcript is not in English, a certified/attested English translation must be provided. **Do not include the academic transcript in the original language.** Academic transcripts must be accompanied with the explanation of the marking system. **Secondary school transcripts are not required.**
- Degrees, Graduation certificates or diploma - Certified/attested copies of all university-level academic qualifications completed. **Secondary school certificates are not required.**

Endeavour Vocational Education and Training applicants

- Academic transcripts - Certified/attested copies of full academic transcripts showing the subjects and standard of pass for each. If the transcript is not in English, a certified/attested English translation must be provided. **Do not include the academic transcript in the original language.** Academic transcripts must be accompanied with the explanation of the marking system. **Secondary school transcripts are required.**
- Degrees, Graduation certificates or diploma - Certified/attested copies of all university-level academic qualifications completed. **Secondary school certificates are required.**

Endeavour Executive Award applicants only

- If Executive Award applicants are unable to provide evidence of university level study they must provide a written statement, of no more than 200 words, explaining why their professional experience provides suitable background for their proposed professional development program. When uploading onto the Endeavour Online system this statement should be uploaded under the page "Academic Transcript".

Confirmation of affiliation or admission

Applicants must provide documentation confirming their placement as follows:

- Applicants undertaking research towards a degree in their home country, postdoctoral research, or professional development must provide a confirmation letter from the proposed supervisor or the host organisation regarding affiliation. This letter must be on official letterhead and signed by a senior officer.
- Applicants undertaking study for a Masters degree, PhD or a VET Diploma, Advanced Diploma or Associate Degrees must provide a confirmation of enrolment or an offer of admission letter from the host university/institution. Please note that conditional offer of admission letters will be accepted. **A letter to potential host organisations to assist in your application for admission is attached to these Guidelines.**

Referee reports

- Three referee reports must be submitted on the form provided on the Endeavour Online system. One referee report must be from a supervisor, lecturer or course convenor who is familiar with the applicant's recent academic performance.
- If referees do not comment in the free text box this may reflect negatively on the applicant's assessment.
- Applicants may wish to have one of their referees confirm their unique achievement or outstanding service in any area that provides a benefit to their community (see Section 16 below).
- Other referees may include the applicant's employers, senior colleagues, and peers. Referees must not be family members or personal friends. Referee reports may be sent by the referee directly to DEEWR or returned to the applicant to be submitted with the other application documentation.

Employment record/curriculum vitae

Endeavour Executive Award applicants only

- If an applicant has at least an undergraduate degree, the employment record should cover the past 5 years and include, wherever possible, a letter from each employer confirming position held and period of employment.
- If the applicant does not hold an undergraduate degree, the employment record should cover the past 10 years and include, wherever possible, a letter from each employer confirming position held and period of employment.

Nomination Forms

Endeavour Executive Award applicants only

- Endeavour Executive Award applicants only must submit a nomination on the form provided on the Endeavour Online system.
- Nominations must be from the applicant's home or host organisation and must be signed by a senior officer.

Certified Copies

Applicants must certify their proof of citizenship, permanent residency (if applicable), IELTS and TOEFL results, and academic transcripts.

To certify a document as a true copy, applicants should present the original document and a copy to a Justice of the Peace, Commissioner of Oaths, Public Notary or other formally recognised authority in their home country. This could include lawyers, doctors, civil servants or university Deans. The official should sight both documents and certify with their stamp, signature or both that the copy presented is a true copy of the original document. The cost of any fees charged by notaries for certification of documents is the responsibility of the applicant.

When submitting an online application, applicants should scan the certified true copies of their supporting documents (not the originals) and attach them as .pdf, .doc or .rtf files. The system will not accept .jpeg files.

Please do not send original documents to DEEWR.

12 Conditions and limitations (international Applicants)

The conditions and limitations outlined below apply to all Awards and must be observed by all international Award Holders.

Award Commencement

- Award Holders must sign an Award Contract with the Contractor prior to commencing the Award.
- The Award is conditional upon Award Holders meeting any conditions that are outlined in the Award Offer letter sent to successful applicants prior to commencement.
- Award Holders must commence their Award after 15 January 2010 (main round) or 1 July 2010 (second round).
- Award Holders must commence their Award no later than 30 November 2010. Awards cannot be deferred.
- Award Holders must undertake their Award for at least the minimum Award duration (if applicable).
- It is the responsibility of Award Holders to confirm:
 - For Award Holders who are undertaking an Australian qualification- enrolment with the host institution.
 - For Award Holders who are undertaking postdoctoral research or research towards a degree in their home country- affiliation with the host organisation/institution.
 - For Award Holders who are undertaking professional development- affiliation with the host organisation.
- An Award is conditional upon gaining affiliation or enrolment with a host organisation or educational institution.
- Should an Award Holder be prevented for any reason from taking up their Award within a reasonable timeframe, DEEWR may, in its absolute discretion, withdraw the offer of the Award.
- Award Contracts will outline all conditions and limitations for travel and health insurance, including level of cover, where applicable.

Citizenship and Visas

- Award Holders must not hold citizenship and/or permanent residency status of Australia for the term of their Award.
- It is the responsibility of Award Holders to apply for and satisfy the requirements for the issue of an appropriate entry visa to Australia. The offer of an Award does not guarantee the granting of a visa and is conditional upon gaining a visa.
- Award Holders may be required to undertake a medical examination to satisfy health requirements for the issue of a visa for entry into Australia.

Approved Program

- Award Holders must undertake the proposed program outlined in their application.
- Award Holders must follow the approved program and abide by the rules of the host organisation/institution.
- Award Holders are expected to reside in Australia throughout the Award period. If overseas travel is proposed, approval must be obtained from both the host organisation/institution and the Contractor.
- Any changes to the Award Holder's program or itinerary must have the prior approval of DEEWR through the Contractor.

Award Suspension and Termination

- Award Holders must comply with the laws of Australia.
- The host organisation/institution must notify the Contractor of any circumstances which could lead to the suspension of an Award. Stipends are not payable during suspensions, including suspension due to illness.
- The Award may be terminated at any time for misconduct, for breaches of the conditions of the Award, or for failure to make satisfactory academic progress (where applicable).
- Progress will be assessed against reports provided by the Award Holder and the program outlined in the Award Holder's application (where applicable).

Part-time employment

- Award Holders need to check their visa conditions with DIAC to determine whether they are entitled to work in Australia. Award Holders must also obtain permission to undertake employment from their course convenor or program supervisor and the Contractor.

Award Completion

- Award Holders are expected to return to their home country at the completion of their programs.

13 Conditions and limitations (Australian Applicants)

The conditions and limitations, outlined below, apply to all Awards and must be observed by all Australian Award Holders.

Award Commencement

- Award Holders must sign an Award Contract with the Contractor prior to commencing the Award.
- The Award is conditional upon Award Holders meeting any conditions that are outlined in the Award Offer letter sent to successful applicants prior to commencement.
- Award Holders must commence their Award after 15 January 2010 (main round) or 1 July 2010 (second round).
- Award Holders must commence their Award no later than 30 November 2010. Awards cannot be deferred.
- Award Holders must undertake their Award for at least the minimum Award duration.
- It is the responsibility of Award Holders to confirm:
 - For Award Holders who are undertaking postdoctoral research or research towards a degree in Australia- affiliation with the host organisation/institution.
 - For Award Holders who are undertaking professional development- affiliation with the host organisation.
- An Award is conditional upon gaining affiliation with a host organisation or educational institution.
- Award Contracts will outline all conditions and limitations for travel and health insurance, including level of cover, where applicable.

Police Checks

- All Award Holders will be required to undergo a police check before their Award is confirmed. It is an important consideration of DEEWR that recipients are suitable persons who will enhance the reputation of Australia and the Endeavour Awards overseas. A criminal record will not automatically disqualify an applicant from receiving an Award. However if an Award Holder is found to have a criminal record or conviction which DEEWR considers to be of a serious nature then DEEWR may, in its absolute discretion, refuse to grant an Award.

Citizenship and Visas

- It is the responsibility of Award Holders to apply for and satisfy the requirements for the issue of an appropriate entry visa to their host country. The offer of an Award does not guarantee the granting of a visa and is conditional upon gaining a visa. Any costs associated with obtaining the visa is the responsibility of the Award Holder.
- Award Holders must not hold citizenship and/or permanent residency status of their host country for the term of their Award.
- Award Holders may be required to undertake a medical examination to satisfy health requirements for the issue of a visa for entry into their host country.

Travel Warnings

- Australian applicants should note that if they are successful in their application for an Endeavour Award which involves travel to a country or a part of a country that has either:
 - a. been assessed by DFAT as an area to which Australians are advised to reconsider the need to travel (Level 4 DFAT advice), they are required to attend an in-country briefing with DEEWR's Counsellor on arrival in their Host Country and prior to commencing their Award; or
 - b. been assessed by DFAT as an area to which Australians are advised not to travel (Level 5 DFAT advice); or where DEEWR considers a particular country is not likely to be safe; or where DEEWR considers that the Award Holder would not be able to complete the program for which the Award was given, then DEEWR reserves the right to withdraw the offer of an Award. In those circumstances DEEWR may, in its absolute discretion, offer alternative arrangements to the Award Holder. Applicants and Award Holders should monitor the DFAT website at the following page for current information about countries that are considered a travel risk: <http://www.smarttraveller.gov.au>

Approved Program

- Award Holders must undertake the approved program outlined in their application.

- Award Holders must follow the approved program and abide by the rules of the host organisation/institution.
- Award Holders are expected to reside in their host country throughout the Award period. If overseas travel is proposed approval must be obtained from both the host organisation/institution and the Contractor.
- Any changes to the Award Holder's program or itinerary must have the prior approval of DEEWR through the Contractor.

Award Suspension and Termination

- Award Holders must comply with the local laws of the host country.
- The host organisation/institution will notify the Contractor of any circumstances which could lead to the suspension of an Award. Stipends are not payable during suspensions, including suspension due to illness.
- The Award may be terminated at any time for misconduct, for breaches of the conditions of the Award, or for failure to make satisfactory academic progress (where applicable).
- Progress will be assessed against reports provided by the Award Holder and the program outlined in the Award Holder's application (where applicable).
- Should an Award Holder be prevented for any reason from taking up their Award within a reasonable timeframe, DEEWR may, at its absolute discretion, withdraw the offer of an Award.

Part-time employment

- This is subject to approval from the relevant authority in the host country. Award Holders must also obtain permission to undertake employment from their course convenor or program supervisor and the Contractor.

Award Completion

- Award Holders are expected to return to Australia at the completion of their program.

14 Holding other scholarships

| Award | Permissions |
|---|--|
| Endeavour Postgraduate Awards | Award Holders are not permitted to hold any other Australian Government sponsored scholarship. |
| Endeavour Vocational Education and Training (VET) Awards | Award Holders are not permitted to hold any other Australian Government sponsored scholarship. |
| Endeavour Research Fellowships | Award Holders are not permitted to hold other Endeavour Awards, or scholarships and fellowships offered by AusAID. |
| Endeavour Australia Cheung Kong Research Fellowships | Award Holders are not permitted to hold other Endeavour Awards, or scholarships and fellowships offered by AusAID. |
| Endeavour Research Fellowships for Indigenous Australians | Award Holders are not permitted to hold other Endeavour Awards, or scholarships and fellowships offered by AusAID. |
| Endeavour Executive Awards | Award Holders are not permitted to hold other Endeavour Awards, or scholarships and fellowships offered by AusAID. |
| Endeavour Europe Awards | Award Holders are permitted to hold other scholarships, including the International Postgraduate Research Scholarships (IPRS). It is the responsibility of Award Holders to check the conditions placed on other scholarships that they may be offered, before accepting those Awards. |

In addition to the above permissions, it is the responsibility of the Award Holder to check whether they are eligible to hold an Endeavour Award with any other scholarships that they may receive.

15 Assessment of applications

All applications submitted online or received as a completed hardcopy application by the closing date will be checked by DEEWR to determine whether they meet the Eligibility Criteria (as outlined earlier in these Guidelines). Applications that meet the Eligibility Criteria will be referred to an independent selection panel for consideration and ranked against the Selection Criteria (see below). DEEWR may short list applications against the Selection Criteria prior to assessment by the selection panel.

Please address the selection criteria as fully as possible in your application.

16 Selection Criteria

Eligible applications will be assessed against the following selection criteria:

16.1 Selection Criteria - Postgraduate and Postdoctoral Awards

- a record of high-level academic achievement in the applicant's chosen field of study
- a well defined study or research program
- a proposal that is relevant to the needs and interests of Australia and the applicant's home country
- the applicant's potential to foster ongoing collaboration and cooperation with Australia and potential to participate at a high level in the academic or wider community in their home country on return from Australia
- unique achievement or outstanding service in any area that provides a benefit to your community (see explanation below)

16.2 Selection Criteria - Vocational Education and Training Awards

- a record of prior high-level academic achievement and relevant work experience. Preference may be given to applicants with work experience that is directly related to their proposed course
- a proposal that is relevant to the applicant's needs and interests and those of their home country
- the applicant's potential to address skills/needs/shortages specific in their home country through the chosen course of study
- the applicant's potential to foster ongoing collaboration and cooperation with Australia and potential to participate in their chosen profession and the wider community in their home country on return from Australia
- unique achievement or outstanding service in any area that provides a benefit to your community (see explanation below).

16.3 Selection Criteria - Executive Awards

- high-level academic achievement and for at least 5 years relevant work experience. Applicants not holding an undergraduate degree will need to demonstrate at least 10 years of relevant work experience
- a proposal that is relevant to the applicant's needs and interests and those of Australia
- the applicant's potential to participate at a high level in their profession or the wider community on their return home from abroad
- the potential for ongoing links between the host and home organisations
- unique achievement or outstanding service in any area that provides a benefit to your community (see explanation below)

16.4 Definition of unique achievement or outstanding service

You will need to demonstrate unique achievement or outstanding service in any area that provides a benefit to your nation or your community such as arts and culture, environment, multiculturalism, healthcare, education, civic duty, business innovation, community volunteerism, sports and recreation and youth or seniors' leadership. This involvement could include an ability to lead and motivate others as well as displaying a talent for new solutions, ideas and enterprises that show originality.

How can you demonstrate that you have met this selection criterion?

Your evidence can include the following:

- Charity work such as helping the disadvantaged or disabled;
- Volunteering, coaching or instructing, umpiring or refereeing;

- Honorary service to university organisations, such as the student union, sporting clubs, student representative council;
- Honorary service on school or university newspapers, clubs or activities;
- Honorary service to community organisations such as legal aid offices outside normal degree requirements;
- Election to office in community organisations;
- Success in any national awards for excellence;
- Successful mentoring relationships;
- Publications and presentations (not academic) in the course of doing work to benefit your community.

You may wish to get confirmation of your unique achievement or outstanding service in your community from one of your referees.

17 Selection panels

The Endeavour Awards selection panels will comprise at least three panel members, appointed by DEEWR. The panel members may include academics, professionals and government representatives.

Selection panel members are required to evaluate and rank applications online through the Endeavour Panel Assessment System against the Selection Criteria (see above). Individual rankings from all members of the panel are combined together automatically using the Endeavour Panel Assessment System to give an overall ranking list. A selection panel meeting is held at DEEWR's National Office to finalise the selection process. Panel members are required to make recommendations to DEEWR with the final decision on Award allocations being made by DEEWR.

18 Outcome of applications

Awards will be announced by November 2009 (main round) and early April 2010 (second round). DEEWR will notify all applicants via email regarding the outcomes of their applications.

Successful applicants will be required to accept their Award Offer online by the date specified in the notification letter. Applicants will also be required to sign and return a 'Declaration of Acceptance' attached to their notification letter, prior to their Award being confirmed.

Additionally all successful Australian applicants will be required to undergo a police check before their Award is confirmed (see Section13).

Upon acceptance of the Award Offer, successful applicants will be provided with further information about commencing their Award.

19 Post selection

The Contractor has been engaged by DEEWR to provide post-selection support services to Award Holders. These services include:

- A dedicated case manager
- Pre-departure briefings
- Provision of advice on visas, health, travel, insurance, accommodation and other relevant information
- Payment of allowances
- Reporting to DEEWR on Award Holders' progress

Once applicants have accepted their offer of an Award and returned a signed 'Declaration of Acceptance' their details will be transferred to the Contractor.

The Contractor will be in contact with all Award Holders within a month of receiving Award Holder details. The Contractor will firstly contact all Award Holders to confirm Award details including commencement date and confirmed host organisation/institution. Award Holders will then be allocated a dedicated case manager to assist them throughout the duration of their Award.

20 The Privacy Act 1988

DEEWR is bound, in administering the Endeavour Awards, by the provisions of the *Privacy Act 1988* (the Privacy Act). Section 14 of the Privacy Act contains the Information Privacy Principles (IPPs) which prescribe the minimum legal standards for handling personal information.

DEEWR and any of its contracted service providers (CSPs) involved in the Endeavour Awards must abide by the IPPs when handling personal information collected for the purposes of administering and/or facilitating that scheme or program. DEEWR and its CSPs must ensure that:

- personal information is collected in accordance with IPPs 1-3;
- suitable storage arrangements, including appropriate filing procedures are in place;
- suitable security arrangements exist for all records containing personal information;
- access to a person's own personal information held by the organisation is made available to the person at no charge;
- records are accurate, up-to-date, complete and not misleading;
- where a record is found to be inaccurate, the correction is made;
- where a person requests that a record be amended because it is inaccurate but the record is found to be accurate, the details of the request for amendment are noted on the record;
- the personal information is only to be used for the purposes for which it was collected, or for other purposes where expressly allowed by IPP 10; and
- personal information is only disclosed in accordance with IPP 11.

Privacy Complaints and Advice

Complaints about possible unauthorised use or disclosure of information, personal or otherwise should be referred to: endeavour.awards@deewr.gov.au

If you have questions/complaints about privacy, confidentiality or access to your personal information, you may contact:

Privacy Contact Officer

Loc GC 21

Australian Government Department of Education, Employment and Workplace Relations

GPO Box 9880

Canberra ACT 2601

You are also entitled to contact the Office of the Federal Privacy Commissioner in relation to any potential breach of privacy by DEEWR or a CSP in connection with the Endeavour Awards. Further information in relation to the Office of the Federal Privacy Commissioner can be found at www.privacy.gov.au. However, the Federal Privacy Commissioner prefers that DEEWR be given an opportunity to deal with the complaint in the first instance.

21 Freedom of Information

All documents created or held by DEEWR with regard to the Endeavour Awards are subject to the *Freedom of Information Act 1982* ("FOI Act"). The FOI Act provides a general right of access to documents in the possession of DEEWR, subject to certain exceptions and exemptions necessary for the protection of the essential public interests and the private and business affairs of those of whom the information is collected. All FOI requests must be referred to:

The FOI Coordinator

Administrative Law Branch

Legal, Investigations and Procurement Group

Department of Education, Employment and Workplace relations

GPO Box 9879

CANBERRA ACT 2601

If you are dissatisfied with the way in which your application has been handled by DEEWR, you may raise your concerns with the Commonwealth Ombudsman:

1300 362 072

ombudsman@ombudsman.gov.au

GPO Box 442

CANBERRA ACT 2601



Australian Government

Department of Education, Employment
and Workplace Relations



Endeavour Awards

AUSTRALIAN SCHOLARSHIPS

2010 Endeavour Awards applicant

Dear Admissions Office

Please be advised that this applicant is applying for the 2010 round of the Endeavour Awards.

The Endeavour Awards is the Australian Government's internationally competitive, merit-based scholarship program providing opportunities for citizens of the Asia-Pacific, Middle East, Europe and the Americas to undertake study, research and professional development in Australia. Awards are also available for Australians to undertake study, research and professional development abroad.

Applications for the 2010 round of the Endeavour Awards open on 6 April 2009 and close on 31 July 2009. As part of the eligibility requirements for the Endeavour Awards, applicants must attach a letter of offer from their proposed host institution to their Endeavour Awards applications. A conditional letter of offer will be accepted at the time of application.

We ask for your assistance in providing suitable applicants with their conditional letters of offer, provided that the applicant has met your institution's entry requirements and has submitted their application to your institution in the required timeframe.

If you require more information regarding the Endeavour Awards, please visit the Endeavour Awards website at: www.endeavour.deewr.gov.au or contact the Endeavour Awards Management Team at: endeavour.awards@deewr.gov.au.

Thank you for your assistance and contribution to the success of the 2010 Endeavour Awards.

Kind regards

The Endeavour Awards Team