A18.0 Scholarship Rules

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<th>Policy Category</th>
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<td>Vice-Chancellor</td>
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<td>Responsible Officer</td>
<td>Academic Director</td>
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<td>Review Date</td>
<td>April 2015</td>
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<tr>
<td>File Number</td>
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<tr>
<td>Version</td>
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1. Context

Torrens University Australia offers a range of scholarships for students at undergraduate, postgraduate coursework, and higher degree research levels. The Governing Board of the University approves the number, type and value of scholarships to be offered in the following calendar year. The Academic Council approves the Scholarship Rules, which include the selection criteria, duration, and terms and conditions of Scholarships. A Scholarship Committee with core membership of one academic staff member and the Manager, Student Administration recommends the award of Scholarships to the Vice-Chancellor against the selection criteria for each Scholarship scheme. The Vice-Chancellor may nominate another person, either external to the University or a staff member to serve on the Committee from time to time. The Scholarships will be awarded on merit.

2. Definitions

**Domestic applicant:** A prospective student who is an Australian citizen, a New Zealand citizen, or a holder of an Australian permanent visa.

3. The Torrens University Australia Inaugural Scholarships 2014/2015

3.1 **Undergraduate Programs Partial Fee-Waiver Scholarships**

Torrens University Australia will provide 30% fee-waiver Scholarships for all undergraduate programs for commencements in January 2015.

3.1.1 **Eligibility**

Scholarships are available for both domestic and international students commencing in January 2015.

3.1.2 **Value**

Students with a partial fee-waiver Scholarship pay 70% of tuition fees for the duration of the program (3.1.3). Note that tuition fees may increase each calendar year to cover increases in cost of delivery.

The Scholarship only applies to courses studied at Torrens University Australia (which may include study abroad at another Laureate institution).
3.1.3 Duration
The maximum duration of the Scholarship is seven consecutive trimesters for full-time students. Full-time Scholarships cannot be extended beyond the maximum number of trimesters, regardless of whether a Scholarship recipient decides not to enrol in one trimester or more, or chooses to enrol part-time in one trimester or more.

Part-time Scholarship students will enrol against an expected completion plan approved by the Academic Director. The maximum duration of the scholarship will match this plan.

The Vice-Chancellor or delegate may approve variations to this Rule in exceptional circumstances.

3.1.4 Deferral
The Scholarship cannot be deferred. Students who receive specified credit for previous studies resulting in no suitable courses being available to them in the trimester in which they are enrolled, may be able to delay their Scholarship until they commence their studies with prior approval of the Vice-Chancellor or delegate.

3.1.5 Selection
All students who are offered admission to an eligible Torrens University Australia undergraduate program will be awarded a 30% fee-waiver Scholarship. Note that admission to Torrens’ programs is competitive and based on merit.

3.1.6 Application
Applicants will automatically be considered for a Scholarship if they so indicate on the application form for admission to an undergraduate program for January 2015.

3.1.7 Closing Date
Undergraduate Scholarships will be awarded to students who apply by the published closing date and are offered a place in an undergraduate program. Late applications and scholarships will only be considered with the approval of the Vice-Chancellor or delegate.

3.1.8 Notification
Applicants will be advised of their Scholarship at the same time as receiving their official offer of admission. They will confirm their acceptance of their Scholarship and the terms and conditions of the Scholarship by accepting their Offer of Admission via the Online Application Form.

3.1.9 Conditional Offers
If an offer of a place in an undergraduate program is conditional, the award of a Scholarship is also conditional. All conditions must be filled to confirm the award of the Scholarship.

3.1.10 Terms and conditions
(a) In addition to fee remission (30%), Undergraduate Scholarships will cover travel costs and tuition fees for international study undertaken by all Scholarship students as part of the program. The Scholarships will NOT cover the cost of accommodation and living expenses during the period of international study.
(b) Students with a 30% Scholarship must comply with the tuition payment policies of the University to maintain their Scholarship.

(c) The Scholarship applies to the minimum number of courses a student needs to complete the undergraduate program.

(d) If a student needs to complete more than the minimum number of core and elective courses to meet the requirements of the program because of a change of specialisation, the student will be liable for full fees for courses above the minimum course limit.

(e) Students who fail a course will be required to pay 100% of fees current at the time to repeat or replace the course. The Vice-Chancellor or delegate may waive this Rule in exceptional circumstances.

(f) A student who relinquishes a Scholarship at some point will not be required to pay additional fees for courses completed or partially completed by the student.

(g) Scholarship recipients must comply with the University’s policies and procedures at all times. Scholarships can be terminated under the Student Misconduct Policy.

(h) Applicants who are dissatisfied with the Scholarship award process should consult the Student Grievance Management policy and procedures.

3.2 Undergraduate Programs Full Fee-Waiver Scholarships
The University may award 100% scholarships to exceptional applicants for the Bachelor of Media Design and the Bachelor of Applied Public Health.

3.2.1 Eligibility
Eligibility is restricted to domestic applicants who intend to study the Bachelor of Media Design or the Bachelor of Applied Public Health on a full-time basis, commencing in January 2015. Full-time enrolment generally requires a student to enrol in four courses per trimester.

3.2.2 Value
Students with a full fee-waiver Scholarship pay no tuition fees for the duration of the program (3.2.3).

The Scholarship only applies to courses studied at Torrens University Australia (which includes a study abroad trimester at another Laureate institution).

3.2.3 Duration
The maximum duration of the Scholarship is seven consecutive trimesters. Scholarships cannot be extended beyond seven trimesters, regardless of whether a Scholarship recipient decides not to enrol in one trimester or more, or chooses to enrol part-time in one trimester or more. The Academic Director may approve variations to this Rule in exceptional circumstances.

3.2.4 Deferral
The Scholarship cannot be deferred. Students who receive specified credit for previous studies resulting in no suitable courses being available to them in the trimester in which they are enrolled, may be able to delay their Scholarship until they commence their studies with prior approval of the Academic Director.

3.2.5 Selection
Applicants will be ranked on merit in the admission category most relevant to their

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application. For applicants for the Bachelor of Media Design, the standard of their portfolio will be the primary selection criterion upon which they will be ranked.

When an applicant’s prior learning cannot easily be ranked against the qualifications and experience of other applicants, the Scholarship Committee will allocate a rank for the most relevant admission category based on the quality, duration and relevance of their prior learning.

3.2.6 Application
All applicants will automatically be considered for any available 100% Scholarships.

3.2.7 Closing Date
Applications received by the published closing date will be given equal consideration for available Scholarships. Late applications may be accepted and will be considered for any remaining unallocated Scholarships. Late applicants will be ranked against Scholarship recipients who applied before the published closing date.

3.2.8 Notification
The Scholarship Committee will meet no later than 3 days of the scholarship closing date to consider applications. Students will be advised of the decisions of the Scholarship Committee within 2 days of the meeting.

The Scholarship Committee will reconvene before the commencement of trimester to consider late applications if there are any unallocated scholarships to be awarded.

3.2.9 Conditional Offers
If a conditional offer of a place in an undergraduate program is made, the award of a Scholarship is also conditional. All conditions must be filled to confirm the award of the Scholarship.

3.1.10 Terms and conditions
(a) In addition to fee remission (100%), Undergraduate Scholarships will cover travel costs and tuition fees for international study undertaken by all Scholarship students as part of the program. The Scholarships will NOT cover the cost of accommodation and living expenses during the period of international study.
(b) The Scholarship applies to the minimum number of courses a student needs to complete the undergraduate program.
(c) If a student needs to complete more than the minimum number of core and elective courses to meet the requirements of the program because of a change of specialisation, the student will be liable for full fees for courses above the minimum course limit.
(d) Students who fail a course will be required to pay 100% of fees current at the time to repeat or replace the course. The Vice-Chancellor or delegate may waive this Rule in exceptional circumstances.
(e) A student who relinquishes a Scholarship at some point will not be required to pay fees for courses completed or partially completed by the student.
(f) Scholarship recipients must comply with the University’s policies and procedures at all times. Scholarships can be terminated under the Student Misconduct Policy.
(g) Applicants who are dissatisfied with the Scholarship award process should consult the Student Grievance Management policy and procedures.
3.3 **Postgraduate Coursework Programs**
Torrens University Australia will provide 30% fee-waiver Scholarships for students enrolling in new postgraduate coursework programs in 2015. New students enrolling in programs that were launched in 2014 will receive a 10% fee-waiver scholarship if they enrol in January 2015.

3.3.1 **Eligibility**
All students who are offered a place in Torrens University will receive the fee-waiver Scholarship applicable to their program regardless of whether the student studies full time, part-time, on campus, online or in hybrid mode as long as the student commences study in Trimester 1, 2015. Note that international students are unable to take campus based programs with Torrens in 2015 as these programs are not offered in full-time face to face mode, and are therefore ineligible for CRICOS registration.

3.3.2 **Value**
Scholarship recipients will pay their percentage of the published tuition fees for each calendar year for the duration of the program (3.3.3) in which they are enrolled. Note that fees may increase each calendar year to cover increases in cost of delivery.

The Scholarship only applies to courses studied at Torrens University Australia.

3.3.3 **Duration**
The Scholarship is available for the maximum duration for the postgraduate program in which the student enrolls (Table 1) and does not continue if the student progresses from one degree to another in a nested suite of programs.

The exception to this rule is for students who are ineligible for direct entry into a Masters degree and who enrol in a Graduate Certificate as a pathway to a Masters. If these students progress from the Certificate, their Scholarship will continue for the subsequent program in which they enrol. The Scholarship will apply for the maximum duration of the Masters program, inclusive of time spent completing the Graduate Certificate.

The maximum duration of the Scholarship depends on the length of the program as indicated in the table below:

<table>
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<tr>
<th>Program</th>
<th>Maximum Duration</th>
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<tbody>
<tr>
<td>Master of Business Administration</td>
<td>7 trimesters</td>
</tr>
<tr>
<td>Graduate Diploma of Business Administration</td>
<td>5 trimesters</td>
</tr>
<tr>
<td>Graduate Certificate of Business Administration</td>
<td>3 trimesters</td>
</tr>
<tr>
<td>Master of Global Project Management</td>
<td>7 trimesters</td>
</tr>
<tr>
<td>Graduate Diploma of Project Management</td>
<td>5 trimesters</td>
</tr>
<tr>
<td>Graduate Certificate of Project Management</td>
<td>3 trimesters</td>
</tr>
<tr>
<td>Master of Public Health</td>
<td>7 trimesters</td>
</tr>
<tr>
<td>Graduate Diploma of Public Health</td>
<td>5 trimesters</td>
</tr>
<tr>
<td>Graduate Certificate of Public Health</td>
<td>3 trimesters</td>
</tr>
<tr>
<td>Master of Education (Reading and Literacy)</td>
<td>5 trimesters</td>
</tr>
<tr>
<td>Master of Education (Early Childhood)</td>
<td>5 trimesters</td>
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</tbody>
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A Scholarship cannot be extended beyond the maximum number of consecutive trimesters, regardless of whether a Scholarship recipient decides not to enrol in one trimester or more, without the approval of the Vice-Chancellor or delegate.

If a student opts to exit a Masters or Graduate Diploma with a lower award (Graduate Diploma or Graduate Certificate), their scholarship ends. If they later re-apply to complete their Graduate Diploma or Masters, they will pay full fees unless awarded another Scholarship.

3.3.4 Deferral
The Scholarship cannot be deferred. Students who receive specified credit for previous studies resulting in no suitable courses being available to them may be able to delay their Scholarship until they commence their studies, with the prior approval of the Vice-Chancellor or delegate.

3.3.5 Transfer between programs
Students who wish to transfer between programs of the same level may also transfer their Scholarship. However, the maximum duration for completing the second program (Table 1) will be inclusive of time spent on the first. The Scholarship will be limited to the standard number of courses required to complete the second program. Students who do not receive credit for all courses studied in the first program, will be liable for full fees for the equivalent number of courses in their second program.

3.3.6 Selection
All students who receive an offer of admission to a postgraduate coursework program for Trimester 1, 2015 will receive the fee-waiver Scholarship relevant to their program on their acceptance of the place. Selection of Scholarship recipients on merit takes place as part of the admission process.

3.3.7 Application
All applicants who indicate on their application form that they are interested in a Scholarship, will automatically receive the Scholarship if they are made an offer of admission.

3.3.8 Closing Date
Closing dates for accepting applications for online programs and campus/hybrid programs will be published on the University website.

3.3.9 Notification
Applicants will be advised of their Scholarship at the same time as receiving their official offer of admission. They will confirm their acceptance of their Scholarship and the terms and conditions of the Scholarship by accepting their Offer of Admission via the Online Application Form.

3.3.10 Conditional Offers
If a conditional offer of a place in a Postgraduate coursework program is made, the award of a Scholarship is also conditional. All conditions must be filled to confirm the award of the Scholarship.
3.3.11 Terms and conditions

(a) Students with a partial fee waiver Scholarship must comply with the tuition payment policies of the University to maintain their Scholarship.

(b) The Scholarship applies to the minimum number of courses a student needs to complete their program. If a student needs to complete more than the minimum number of courses because of a transfer or change in specialisation, the student will be liable for full fees for the extra courses.

(c) Students who fail a course will be required to pay 100% of fees current at the time to repeat or replace the course. The Vice-Chancellor or delegate may waive this Rule in exceptional circumstances.

(d) A student who relinquishes a Scholarship at some point will not be required to pay additional fees for courses completed or partially completed by the student.

(e) Scholarship recipients must comply with the University’s policies and procedures at all times. Scholarships can be terminated under the Student Misconduct Policy.

(g) Applicants who are dissatisfied with the Scholarship award process should consult the Student Grievance Management policy and procedures.

The Scholarship only applies to courses studied at Torrens University Australia.

4. The Torrens University Australia Collaborative Scholarship Scheme 2014-2016

a) Collaborative Scholarships

Selected organisations have been invited to nominate staff member(s) to receive a partial fee-waiver Scholarship for a postgraduate coursework program. The quantum of the Scholarship will be negotiated on a case by case basis, and will be subject to a written agreement.

b) Named Collaborative Scholarships

Organisations with the potential to develop a significant collaborative relationship with the University may also be invited to have a 100% and a 50% fee-waiver Scholarship awarded in their name to nominated employees, or nominees of merit who are external to their organisation. Each Scholarship will bear the name of the nominating organisation, and the named scholarship will be noted in the academic transcript of the recipient. Named Collaborative Scholarships will be subject to a written agreement.

4.1 Eligibility

Nominees from organisations who have agreed to participate in the Collaborative Scholarship Scheme and who meet the entry criteria of Torrens University Australia will receive a Scholarship.

4.2 Value

Students with a full fee-waiver scholarship will pay no tuition fees for the duration of the program (5.3). The value of partial fee-waiver scholarships is the agreed percentage of the published fee for each calendar year in which the student is enrolled for the duration of the program. Note that fees may increase each calendar year to cover increases in cost of delivery.

The Scholarship only applies to courses studied at Torrens University Australia.

4.3 Duration

The Scholarship is available for the maximum duration of the postgraduate program in which the
student enrolls (Table 1) and does not continue if the student progresses from one degree to another in a nested suite of programs.

The exception to this rule is for students who are ineligible for direct entry into a Masters degree and who enrol in a Graduate Certificate as a pathway to a Masters. If these students progress from the Certificate, their Scholarship will continue for the subsequent program in which they enrol. The Scholarship will apply for the maximum duration of the Masters program, inclusive of time spent completing the Graduate Certificate.

A Scholarship cannot be extended beyond the maximum number of consecutive trimesters, regardless of whether a Scholarship recipient decides not to enrol in one trimester or more.

If a student opts to exit a Masters or Graduate Diploma with a lower award (Graduate Diploma or Graduate Certificate), their scholarship ends. If they later re-apply to complete their Graduate Diploma or Masters, they will pay full fees.

4.4 Deferral
The Scholarship cannot be deferred later than a 2016 commencement, except with the approval of the Vice-Chancellor or delegate.

4.5 Selection
Participating organisations will provide the University with a list of nominees for a Collaborative Scholarship and/or Named Collaborative Scholarships (according to their agreement with the University). They will provide a brief description of why their nominees should be considered for a Scholarship, with particular consideration given to the nominee’s leadership potential. If the organisation nominates more than one candidate, they will rank their nominees. The Scholarship Committee will periodically meet to consider nominations from all participating organisations. Scholarships will be awarded on merit, taking into account the comments and rankings of the nominating organisations.

4.6 Application
Organisations will be invited to participate in the Collaborative Scholarship scheme and will nominate candidates for Scholarships. Direct application for these Scholarships is not available.

4.7 Closing Date
Nominations will be accepted until the published closing date for each trimester.

4.8 Notification
Torrens University Australia will notify the nominating organisation of the Scholarships to be offered to the organisation’s nominees within two weeks of receiving the nomination.

4.9 Terms and Conditions
(a) Students or their sponsors with a partial fee-waiver Scholarship must comply with the tuition payment policies of the University to maintain their Scholarship.
(b) The Scholarship applies to the minimum number of courses a student needs to complete their program. If a student needs to complete more than the minimum number of courses because of a transfer or change in specialisation, the student or sponsor will be liable for full fees for the extra courses.
(c) Students or their sponsors will be required to pay 100% of fees for repeat or replacement courses if a student fails a course. The Vice-Chancellor or delegate may waive this Rule in exceptional circumstances.
(d) A student who relinquishes a Scholarship at some point will not be required to pay
additional fees to the University for courses completed or partially completed by the student.

(e) Successful applicants will need to confirm their acceptance of their Scholarship by providing a signed Scholarship Acceptance Form acknowledging the terms and conditions of the Scholarship.

(f) Scholarship recipients must comply with the University’s policies and procedures at all times. Scholarships can be terminated under the Student Misconduct Policy.

(g) Applicants who are dissatisfied with the Scholarship award process should consult the Student Grievance Management policy and procedures.

5. Vice-Chancellor’s International Scholarship
Torrens University Australia will provide a number of grants to Masters by coursework students to engage in field work or research, or to take one or more courses towards their degree at a member institution of the Laureate International Universities network. The grants will be awarded based on the academic achievement of applicants during the first half of their Master’s program.

5.1 Eligibility
All Master’s by coursework students will be eligible to apply for an International Scholarship, whether they study full-time, part-time, online, on campus or in hybrid mode. Applicants in 12 course programs must have successfully completed at least 6 Torrens courses. Applicants in 8 course programs must have successfully completed at least 4 Torrens courses. Courses for which credit has been granted are not counted in this minimum requirement.

Applicants who apply unsuccessfully for a Scholarship, may re-apply once they have completed at least one more course.

5.2 Value
The International Scholarship is valued at $5,000 to be used for travel and accommodation expenses. Applications for lesser amounts will be accepted.

5.3 Duration
The Scholarship is a one-off grant that must be taken within 12 months of notification of a successful application.

5.4 Deferral
The Scholarship can only be deferred with the agreement of the Vice-Chancellor or delegate on the recommendation of the relevant program co-ordinator.

5.5 Selection
The Vice-Chancellor will consider applicants for International Scholarships at the end of each trimester. The application must be endorsed by the program co-ordinator who will assess the scope of the proposed study trip for relevance, and the reasonableness of the proposed travel and accommodation budget.

Endorsed applications will be ranked on academic merit (grade point average) for the award of Scholarships.

5.6 Application
The availability of the Scholarships, and the timeline and process for applying, will be advised to all eligible students at the beginning of each trimester. Successful applicants will be advised within two weeks of the closing dates for applications.
5.7 Terms and Conditions

5.7.1 Scholarships will be paid in two instalments. Half of the value of the scholarship will be advanced to the student before the study trip and half will be paid on the completion of the study trip evidenced by a brief report of the activities and outcomes of the trip to be provided within 1 month of returning from the study trip. This may be a transcript of courses taken during the study trip, or a progress report on research undertaken for a project. In the event the student does not proceed with the study trip, reimbursement of the first instalment made to the student will be required.

5.7.2 Scholarship recipients will not be required to acquit expenditure against the grant as long as evidence is supplied that the tour was to the destination and for the duration described in the application form.

5.7.3 Scholarship recipients travelling overseas must have health insurance cover for their trip.

5.7.4 Expenditure in excess of the grant will be the responsibility of the student, as will arranging overseas health insurance and visa requirements.

5.7.5 Scholarship recipients must comply with the University's policies and procedures at all times.

5.7.6 Applicants who are dissatisfied with the Scholarship award process should consult the Student Grievance Management policy and procedures.

6. Torrens University Australia Research Scholarships 2015

Torrens University Australia will provide a number of 100% fee-waiver scholarships for students commencing higher degrees by research in Trimester 1, 2015. The Scholarships are awarded on merit. Torrens University Australia offers a Master of Philosophy and a Doctor of Philosophy in four fields of study - Health, Management and Commerce, Education, and Design.

6.1 Eligibility
Domestic research students are eligible for 100% fee-waiver Scholarships for the duration of their program, regardless of whether they study full-time, half-time, primarily on campus or online.

6.2 Value
Students with a full fee-waiver scholarship will pay no tuition fees for the duration of the program (6.3).

6.3 Duration
The maximum duration of a Master of Philosophy Scholarship is two years full-time or half-time equivalent. The maximum duration of a Doctor of Philosophy Scholarship is three years full-time or half-time equivalent. Students may apply for an extension of their Scholarship for an additional six months if extenuating circumstances have prevented them completing their degree in the standard duration. The Scholarship Committee will assess requests for extensions of Scholarships.

Students can take cumulative leave of absence for up to 12 months during their candidature without affecting their fee-waiver Scholarship.

Students will incur fees based on the proportion of a calendar year if they exceed the maximum duration for their program, including any extension granted and exclusive of approved leave of absences.
6.4 **Deferral**
The Scholarship must be taken up in 2015. It cannot be deferred.

6.5 **Selection**
Applicants will be ranked on merit, including prior academic and research experience. Consideration will also be given to the area of research specialisation and the capacity of the University to provide supervision for the research proposal.

6.6 **Application**
Applicants will automatically be considered for a Scholarship for admission to a Master of Philosophy or Doctor of Philosophy.

6.7 **Closing Date**
Applications received by the published closing date for commencement in January 2015 will be given equal consideration for available Scholarships. Applications received after this date will be considered progressively for the award of any unallocated Scholarships.

6.8 **Notification**
The Research Committee acts as the admission committee and scholarship committee for research applications. The Research Committee will meet within one week of the close of applications to rank applicants for admission and fee-waiver scholarship purposes.

6.9 **Conditional Offers**
If a conditional offer of a place in the Master of Philosophy or Doctor of Philosophy is made, the award of a Scholarship is also conditional. All conditions must be filled, to confirm the award of the Scholarship. In circumstances where a student is required to assign their Intellectual Property to Torrens University Australia, the Scholarship will be contingent on a signed agreement to this effect. These circumstances include when a student’s project will contribute to existing Intellectual Property of the University, is subject to a separate agreement with the Third Party Sponsor, or where the research has a possible commercial outcome.

6.10 **Conversion**
Students who convert their program of study from a Master of Philosophy to a Doctor of Philosophy with the approval of the Research Committee will retain their fee-waiver Scholarship for the term of their Doctorate as long as the total time to complete, including studies for the Master of Philosophy, does not exceed the maximum duration of the Doctor of Philosophy (6.3).

6.11 **Terms and conditions**

(a) A student who relinquishes a Scholarship at some point will not be required to pay fees for study undertaken.

(b) Scholarship recipients must comply with the University’s policies and procedures at all times. Scholarships can be terminated under the Student Misconduct Policy.

(c) A Scholarship can be terminated if a student fails to meet the performance requirements of the Program Rules for the Master of Philosophy or Doctor of Philosophy.

(d) Applicants who are dissatisfied with the outcome of the Scholarship award process should consult the Student Grievance Management policy and procedures.

6.2 **Living Allowance**
Domestic Master of Philosophy and Doctor of Philosophy students with a full fee-waiver Scholarship who study full-time primarily on campus may be eligible for a living allowance. Living allowances will be awarded on merit. The allowance will be paid monthly over the
duration of the program except during periods of leave of absence. The Research Committee will allocate any living allowance scholarships available on merit.