# Student Guidelines

**Purpose**

The Industry & PhD Research Engagement Program (iPREP *WA*) is a collaboration between the five Western Australian universities, aimed at providing doctoral candidates with enhanced career opportunities.

The successful candidates will be required to complete a project as part of an interdisciplinary team with an industry partner and will be:

* Late-stage PhD candidates in the thesis examination period OR
* Domestic-enrolled PhD candidates who have consumed 2 EFTSL of candidature (EFTSL – Equivalent Full Time Student Load).

Skill sets are matched with the requirements of an authentic workplace problem presented by the industry partner. Potential industry partners could include private companies (large, medium and small), local councils and government agencies. Shortlisted applicants will complete an initial two-day induction, and then the final student teams will attend a one-day induction to prepare for the 7-week full time project (7 week round). At the conclusion of the project, the project team will be required to pitch their solution to the industry partner through an oral presentation and written report.

iPREP *WA* aims to support diverse career pathways through developing skills in the following areas:

* Business acumen, including experience in identifying business needs and participating in business processes.
* Emotional and social intelligence, including self-awareness, self-management and relationship management.
* Strategic problem solving in the workplace.
* Project management within tight time frames.
* Effective communication and role negotiation within an interdisciplinary team.
* Leadership approaches relevant to working in teams, such as collaborative and distributed leadership models.

**Value of the Scholarship**

Successful applicants will receive a $4,000 scholarship for completing the full-time 7-week program.

Domestic-enrolled candidates on a university scholarship will not be eligible to receive an iPREP *WA* scholarship. However, applications can be made for a 7-week extension of scholarship (subject to university approval) at the end of the scholarship thesis period. Candidates with no scholarship will be eligible for the iPREP *WA* scholarship as above.

**Timing of Program**

* Closing date for applications: Monday 20th January
* Applicants shortlisted and notified: Friday 24th January
* *First stage iPREP WA Induction:* Thursday 30th & Friday 31st January
* Students one minute pitch to industry mentors and networking: Friday 31st January
* Applicants notified of entry into iPREP *WA* program and attendance at 2nd stage induction: Friday 7th February
* *Second stage iPREP WA Induction:* Thursday 13th February
* Program starts: Monday 17th February
* Program ends: Friday 3rd April
* Final Presentation Event: 16th or 17th April (to be confirmed)
* Final iPREP *WA* evaluation report due: Friday 1st May

**Eligibility Criteria**

To apply for iPREP *WA*, you must be enrolled as a PhD candidate at a university in Western Australia, and:

* should have submitted your thesis for examination at the time of applying **(Monday 20th January)** AND will not have your degree conferred (all revisions approved and degree awarded by the Board of Examiners) until after the completion of the iPREP *WA* program (**Friday 3rd April**). Exceptions may be considered if:
	+ thesis submission is at least 2 weeks prior to the commencement of the *iPREP WA* program (by **Monday 3rd February 2020 – negotiable with iPREP WA Coordinator if around these dates**). You must provide a completion plan and letter of support, signed by your supervisor and Graduate Research School, stating the expected submission date and their support of your participation; **OR**
	+ be a domestic-enrolled candidate who has completed at least 2 years or equivalent (EFTSL – Equivalent Full Time Student Load). These candidates will need to receive additional University/School approval.
	+ UWA domestic-enrolled candidates in their last 6 months of candidature (pre-submission stage), are ineligible to apply. Contact UWA Graduate Research School for more information.
* be available to participate in self-directed preparation activities (approx. 4 hours), attend the 2-day first stage induction and if selected in one of the final teams, attend a final stage 1-day induction workshop prior to commencing the project and attend four group seminars (1.5 hours each on Wednesdays) during the program;
* be available to complete the project on a full-time basis during the scheduled 7-week project period (part-time options may be considered for those with caring responsibilities); and
* have the support of your supervisor or appropriate referee.
* in exceptional cases you may be eligible to participate in the program for a second time providing you meet the eligibility criteria above and the Graduate Research School of your institution supports your application.

iPREP *WA* Scholarships will be awarded based on:

* meeting eligibility criteria
* match between the candidates’ skill set and the requirements of the industry partners
* the quality of the application – please note your application and CV will be forwarded to relevant industry

partners who will select from eligible candidates

**How to Apply**

Applicants should read the Student Guidelines above and then complete the iPREP *WA* Online Application Form (open 9th December 2019). Applicants must ensure that their application can be understood by colleagues without specific expertise in their discipline area.

**Accountability and Reporting Requirements**

Participants will need to comply with all relevant industry partner policies outlined during the induction process, including (but not restricted to) policies covering occupational health and safety, confidentiality, intellectual property and code of conduct.

As part of the program requirements, participants will need to prepare a written report and oral presentation to the industry partner. On completion of the program, the candidate is required to complete a brief final evaluation survey on their experience, and provide this to the iPREP *WA* Coordinator within four weeks. Two short progress reviews will be required during the project.

The recipient must successfully completethe full requirements of the iPREP *WA* program; and give due notice to the industry partner and iPREP WA Coordinator if temporary or permanent leave of the placement is required. Otherwise the recipient may be required to refund the iPREP *WA* scholarship to their university in full. Compassionate circumstances will be considered.

**Further Information and Submission of Application**

For inquiries, please contact: Narelle Jones, iPREP *WA* Coordinator, iprepwa@ecu.edu.au, 6304 2069

Further information is available at the iPREP *WA* website: <http://www.iprep.edu.au>