



## VACATION RESEARCH CADETSHIPS 2010 CONDITIONS OF AWARD

### **Institute Background**

The Lung Institute of Western Australia (LIWA) has a long standing policy of actively supporting the career development of undergraduate medical and science students. One manner in which this support is achieved is through awarding scholarships to promising young students, and allowing them to undertake 10 week research projects within LIWA during summer vacations.

### **Description of the Scholarship**

A maximum of 6 scholarships are awarded each year. The scholarships will only be awarded to students completing a minimum of 8 weeks full-time research towards their project, and will consist of fortnightly tax-free payments of \$800.

Each project submitted for consideration must be endorsed by the appropriate Head of Unit, and only a maximum of two projects will be accepted from each unit. In circumstances where more than two projects are available from a unit, it will be the responsibility of the Head of Unit to determine which projects are chosen for submission. Projects are developed in such a way that students with little or no experience will be able to address the projects needs but at the same time gain the skills required for future research work. All projects must be sent to the LIWA Executive Officer for processing. On average, LIWA accepts two projects per research Unit.

### **Applications**

Students applying for the summer cadet scholarships must provide detailed academic transcripts, resume and relevant experience. Applicants are also requested to complete a brief essay outlining why they would like to undertake a student cadetship with LIWA.

In completing an application, all applicants will be asked to rank, in order of preference, the research interests according to the interests of each LIWA unit seeking to supervise a summer cadet student. This ranking will be taken into account in assigning successful applicants to projects, but does not guarantee that students will be assigned to their preferred area of research.

### **Review of Applications**

Only applications received on or before the deadline will be considered. Applications will be excluded if the student is unable to dedicate a minimum of 8 weeks towards the research project. Applications will also be excluded if the applicant is not currently enrolled in the 2<sup>nd</sup> or 3<sup>rd</sup> year of a Bachelors Degree or the 3<sup>rd</sup>, 4<sup>th</sup>, 5<sup>th</sup> or 6<sup>th</sup> year of a Medical Degree, unless sufficient evidence can be provided that previous experience (eg a previous degree) will offset the limited experience gained in current undergraduate studies. Previous receipt of a

summer cadet scholarship does not preclude an individual from receiving a summer cadet scholarship in subsequent years.

All applications that satisfy the basic requirements listed above will be received by the LIWA Executive Officer and distributed randomly to each research based member of the Management Committee. Each application will be reviewed by one member of the Management Committee. Short-listing of the applicants will consist of each member of the Management Committee ranking the applications they have received on the basis of both academic performance and experience. Applicants will be ranked on their quality, rather than their suitability to a specific unit or project. A special meeting of the Management Committee will be called, no more than two weeks after the close of applications, in which each member of the Management Committee will present the cases both for and against their two highest ranked applications. Each of the highest ranked applications will be recorded, together with their qualifications and experience. The Committee will then have the opportunity to comment on each of the applicants, and suggest additional applicants that they feel may be more suitable than those put forward. Preference will also be given to students intending to undertake further studies with the Institute in the next calendar year (thereby allowing the summer cadetships to be used as an incentive to recruit Honours and BMedSci students to LIWA).

The Committee will rank the selected applicants, and once the number of successful applicants has been decided they will then be assigned to the submitted projects trying best to match preferences and skills to each project.

In selecting successful applicants, every effort will be made to ensure that no one degree course or university dominates successful applicants. Each applicant assigned to a project will be notified no later than three weeks after the close of applications.

## **Completion of Research Projects**

As a condition of the award being given, all students undertaking a summer cadetship will be required to present their research at a symposium to be held in mid-February.

Medicine students entering their 4<sup>th</sup> year will be strongly encouraged to continue with the Institute for their 4<sup>th</sup> year research project, and supervisors should have suitable research proposals planned and submitted prior to the commencement of the academic year.

Remaining students should be encouraged to continue their research project on a voluntary one-day-a-week basis throughout the year, with experience and the possibility of publications being the incentive.

The practice of paying summer cadets to continue working as part-time research assistants should not be considered a natural continuation of the summer cadet scholarship, but may be possible where it is clear that students of exceptional quality could effectively pursue a research project throughout the year that is of particular importance to the unit involved. The number of salaried students in the year ahead will be no more than four per year unless specific funding can be generated.

## **Failure to complete Projects or to work on Projects**

The institute reserves the right to not pay the scholarship to students who do not approach their project in a conscientious manner and/or do not attend the Institute's research facilities on a regular day to day basis (unless unexpected and extenuating circumstances arise). The final two weeks of the scholarship will be paid once the project has been presented at the research symposium in February (where a student's course requires them to be elsewhere this will need to be listed in their application and will be taken into account when awarding the scholarship).

## **Rights, privileges and expectations of Students during their scholarship period. (Staff and students need to read this section)**

During the course of the scholarship all students will have access to all of the workplace resources and privileges of employed staff members. Equally it will be expected that all students will take part in all of the Institute's wider activities including research meetings. It is equally expected that all students will comply with the Institute's rules and regulations and a copy of these will be provided at the start of the scholarship period.

If the student's work requires them to work in a laboratory or other specialised areas or in areas that are not under the control of the Institute it will be expected that the rules and occupational and safety requirements of those areas will be adhered to. If specific safety or occupational training is required to work in those areas it is fundamental that the project supervisor will have arranged for this to occur well before the commencement of the project and each student should ask at the commencement of their project if there are any specific occupational and safety issues that they need to be aware of or that require training.

## **Closing Date**

The closing date for all applications is Friday the 15<sup>th</sup> of October, 2009 at 5.00 pm.