**Background**

The JDRF PhD Top-up Scholarship is designed to support and encourage PhD students pursuing research in the field of type 1 diabetes in line with JDRF’s mission – to treat, prevent and cure type 1 diabetes and its complications.

The Top-Up will provide successful candidates with additional funding up to $6,000 per year for three years, on top of their PhD Scholarship stipend, full-time or pro-rated part-time, contingent on satisfactory progress.

**Eligibility**

The JDRF PhD Top-Up scholarship is available to domestic students in receipt of a Research Training Program Stipend (formerly Australian Postgraduate Award), NHMRC Postgraduate Award or University-funded scholarship. Students must be pursuing research relevant to JDRF’s mission – to cure, treat and prevent type 1 diabetes and its complications.

**Applicants must be**

* + Recipients of either a Research Training Program Stipend, NHMRC Postgraduate Award or a University-funded PhD scholarship
  + Not in receipt of any other PhD top-up funding
  + Pursuing research relevant to type 1 diabetes and its complications
  + Australian citizens or permanent residents currently residing in Australia

**Reporting**

If successful, applicants will be required to complete an annual progress report, and will be sent a one-page report template that must be submitted to [travelgrants@jdrf.org.au](mailto:travelgrants@jdrf.org.au) before annual payments are made.

**Application**

Please see the website for the cut-off date for consideration date. Applications **must** be submitted on the following application form with headings in order:

1. Details Summary – Please complete all fields within the application form.
2. Applicant Summary – Please complete all fields within the application form and adhere to the word limits of each question.
3. Letter confirming offer of a PhD Scholarship – Include a letter confirming your offer of a Research Training Program Stipend, NHMRC Postgraduate Award or a University-funded PhD scholarship. This should be pasted into the document.
4. Curriculum Vitae – **4 page limit.** Please limit all information provided to that requested within the application form.
5. Academic transcript – Please provide a certified copy of your academic transcript. This should be pasted into the document.
   * + **NB:** Please note that acceptable persons who may certify a document are listed in Schedule 2 of the ‘**Statutory Declarations Regulations 2018**’ located [here](https://www.legislation.gov.au/Details/F2018L01296).
6. Certification of both the Applicant and their Institution’s Research Administration Office.
   * + **NB:** Electronic signatures are acceptable.

Letters of Recommendation – In addition to the above, two letters of recommendation must be sent by referees by the deadline date please see our website for the deadline date. We recommend letters of recommendation be e-mailed directly by the referee to maintain confidentiality.

Applications are to be submitted by your **Institution’s Research Administration Office** as one document in PDF format with the naming convention of: **“Surname\_Firstname\_Top-up.pdf”** to [travelgrants@jdrf.org.au](mailto:chuewe@jdrf.org.au)

**It is the applicant’s responsibility to ensure that these letters are sent on time.**

**Formatting**

* + All applications for funding **must** be submitted on the following application form
  + All text is to be a minimum of size 12 Times New Roman font with borders no less than 2cm on each side, top and bottom. Pages must be A4. Do not alter the formatting of the pro-forma document. All text boxes may be expanded but must comply with any indicated page limits.
  + Applicants are to enter their name in the Footer as per the naming convention – ‘*Applicant Last Name, First Name’,* and retain all page numbering.

**NB:** JDRF may reject applications that do not meet any of the above requirements. Incomplete applications will NOT be accepted without prior discussion with JDRF staff. For any further information, please contact the Grants and Projects Coordinator, Francesca Pace via email at [travelgrants@jdrf.org.au](mailto:chuewe@jdrf.org.au) or by phone **02 9020 6143**.

***\*\*Please do not include the above instruction pages within the submission\*\****

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| |  |  |  |  | | --- | --- | --- | --- | | 1. **DETAILS SUMMARY** | | | | | **Applicant Details** | | | | | Name and title of applicant: |  | | | | Current Institution: |  | | | | E-mail address: |  | | | | Daytime phone number: |  | | | | Where did you hear about the PhD Top-up Scholarship? |  | | | | **Eligibility** | | | | | Country and Residency status: |  | | | | Date PhD was or is to be conferred: |  | | | | Please indicate any funding awarded by JDRF: |  | | | | Have you been engaged in Australian diabetes research concentrated in the field of type 1 diabetes for over 12 months? | *(Yes/No)* | | | | **Honours Thesis** | | | | | Title of Honours thesis: |  | | | | Name of supervisor: |  | | | | Name of Institution: |  | | | | **PhD Scholarship** | | | | | Type of PhD Scholarship accepted: | *(RTP/NHMRC/University funded etc.)* | FTE (full-time/part-time): |  | | Scholarship Start Date: |  | Scholarship End Date: |  | | Are you currently in receipt of any top-up funding? | *(Yes/No)* | | | | **Administering Institution Details** | | | | | Name of Institution: |  | | | | Postal address of institution: |  | | | | **Research Administration Office Contact** | | | | | Name and title: |  | | | | Position: |  | | | | E-mail address: |  | | | | Office phone number: |  | | |  |  |  |  |  | | --- | --- | --- | --- | | 1. **APPLICANT SUMMARY** | | | | | **Academic Performance** | | | | | Provide a brief summary of your undergraduate academic focus, highlighting any significant academic achievements ***(200 word limit).*** | | | | |  | | | | | **Previous Experience** | | | | | Provide a brief summary of your past work performed in a research setting and explain how this is relevant to the field of type 1 diabetes ***(200 word limit).*** | | | | |  | | | | | **PhD Project** | | | | | Provide a lay description of your PhD project, including the aims, hypotheses and relevance to type 1 diabetes. Highlight any personal input you had in developing this project ***(500 word limit)*.** | | | | |  | | | | | **PhD Supervisor** | | | | | Describe why you chose your PhD supervisor, and provide a brief description of your intended training program under his/her supervision. Highlight technical skills you will learn, collaborations, and any intended conference attendance ***(300 word limit).*** | | | | |  | | | | | **Type 1 Diabetes** | | | | | Why do you want to pursue research in type 1 diabetes? ***(250 word limit).*** | | | | |  | | | | | **Career Pathway** | | | | | Describe your intended research focus and career pathway after the completion of your PhD ***(250 word limit).*** | | | | |  | | | | | **Referees** | | | | | Please provide the names of two referees with supporting letters of recommendation. Letters of recommendation should be e-mailed directly by the referee to maintain confidentiality**. It is the applicant’s responsibility to ensure that these letters are sent on time.**   * + **NB:** At least one Referee must be a current supervisor | | | | | Name (Referee 1): |  | Name (Referee 2): |  | | Phone number: |  | Phone number: |  | | Institution: |  | Institution: |  | | E-mail address: |  | E-mail address: |  | | Report sent (yes/no): |  | Report sent (yes/no): |  |  |  | | --- | | 1. **LETTER CONFIRMING OFFER OF A PHD SCHOLARSHIP** | | Include a letter confirming your offer of a Research Training Program Stipend (formerly Australian Postgraduate Award), NHMRC Postgraduate Award or a University-funded PhD scholarship below. |   *(Insert here)*   |  | | --- | | 1. **CURRICULUM VITAE** | | Please include your CV as per the categories below: ***Do not exceed 4 pages.*** | | **Academic and Technical Qualifications - Please include any qualifications in descending chronological order** | |  | | **Career Summary – Please include any relevant experience and expertise in descending chronological order** | |  | | **Awards and achievements – Please include any relevant awards and/or achievements in descending chronological order** | |  | | **Research Publications – Choose the 3 most important and relevant peer-reviewed publications within the past 3 years (in order of merit) with a short paragraph indicating their importance.** | | *(N/A if not applicable)* | | **Grants and funding – Please indicate any awarded grants including the funding body and amount funded if applicable** | | *(N/A if not applicable)* |  |  | | --- | | 1. **ACADEMIC TRANSCRIPT** | | Insert a certified copy of your academic transcript below. |   *(Insert here)*   |  | | --- | | 1. **CERTIFICATION** | | **Applicant certification**  I certify that I understand all requirements of me and that the information I have provided is true and correct.  Name: ………………………………………………….. Date: ……………………….  Signature: ………………………………………………………………………………. | | **Institutional Research Administration Office certification**  I certify that the Administering Institution supports this application and that all institutional requirements have been satisfied.  Name: ………………………………………………….. Date: ……………………….  Position: ………………………………………………..  Signature: ………………………………………………………………………………. | |