

The University of Melbourne
Faculty of Economics and Commerce

Honours Research Essay – Studentship and Kinsman Prize

GUIDELINES

1. The primary aim of this scholarship is to provide encouragement for Honours students to develop their research essay so that it can be published as a paper in a refereed journal. The amount of work required to achieve this end will, of course, differ. Some essays require additional analysis, collection of additional data, refinement of the conceptual framework, etc, others may require numerous rewrites.
2. An additional objective of the scheme is to further develop the student's research skills and increase the possibility that the student may choose to undertake a research-based post-graduate degree at some time in the future.
3. The scholarship requires the student to work jointly with a supervisor/advisor.
4. The scholarship will be \$1500, payable in three installments directly to the student. The supervisor/advisor will be responsible for determining when installments will be paid.
5. Applications will be called for in December, with the closing date, after all academic results are in, on **Friday, 28 January 2011**.
6. The application should be submitted by the student and include the following (see application template):
 - Abstract of the research essay.
 - A statement from the supervisor/advisor as to the merit of the essay, the potential for the essay (including mark awarded to the essay) and the title of the targeted journal.
 - A statement from the student identifying why they wish to apply.
 - A signed statement from the Head of Department indicating that (i) the student has been given a copy of the University's Code of Conduct for research, and (ii) the issue of collaboration and authorship has been discussed and agreed upon between the supervisor/advisor, student and Head of Department. This statement should also contain the signatures of both student and supervisor/advisor.
7. Care should be taken to ensure that The University of Melbourne Code of Conduct for Research is not breached. In the event of a disagreement arising over joint authorship, or any other aspects of the collaboration, the student should first seek assistance from the Head of the Department. If the Head is unable to resolve the problem, the matter should then be referred to the Faculty's Associate Dean (Research).
8. The criteria to be used in the selection process will include:
 - Quality of the research essay.
 - The potential for the essay to result in a publishable paper.
9. Successful students and supervisors/advisors will be notified by the Secretary of the Research Committee who will also administer the payment of the scholarship. The first two payments will be made on advice from the supervisor/advisor that the student is making progress; the third payment will be made on receipt of a paper ready for submission to a journal. The studentship will be awarded for the period 1 March – 1 December 2011.
10. The four best research papers supported under this scheme – one each from Accounting & Business Information Systems, Economics, Finance and Management & Marketing – will receive a prize. The prize is to be funded from the Kinsman Fund (Regulation 7.69) and the prize will be known as the "Kinsman Honours Research Essay Prize (*'department'*)". The value of each prize will be \$500. A complete paper must be submitted before December 1 to be eligible for the prize.

**Faculty of Economics and Commerce
Honours Research Essay – Studentship and Kinsman Prize**

Name:

Title of Research Essay:

Mark Awarded:

Department:

Supervisor/Advisor:

Target Journal:

Date:

Please insert the abstract of your Honours Research Essay here

Student to complete: Please explain why you wish to apply (approx. 200 words)

**Supervisor/Advisor to complete:
Please explain the merit of the essay and the potential for it to be published**

Send to the Research Support Unit, Level 4, 198 Berkeley St, by **Friday, 22 January 2010**

DECLARATION

A signed copy of this declaration must accompany all applications

Name of Student

Name of Supervisor/Advisor

Department:

SECTION A: TO BE COMPLETED BY THE STUDENT

I confirm:

- (1) that I have been given a copy of the University’s Code of Conduct for Research;
- (2) that I have discussed the issue of collaboration and authorship with my supervisor/advisor.

SIGNED:

SECTION B: TO BE COMPLETED BY THE SUPERVISOR/ADVISOR

I confirm:

- (1) that I have discussed the issue of collaboration and authorship with the student;
- (2) that I have agreed to contribute in a substantial way to the project.

SIGNED:

SECTION C: TO BE COMPLETED BY THE HEAD OF DEPARTMENT

In accordance with the procedures set out by the Faculty of Economics and Commerce for the award of Research Studentships, I confirm:

- (1) that the student has been given a copy of the University’s Code of Conduct for Research;
- (2) that the student has discussed the issue of collaboration and authorship with the supervisor/advisor;
- (3) that the student and supervisor/advisor have agreed that the authorship of the publishable paper should be as shown below (can be sole-authored).

.....

SIGNED: