



**AUSTRALIA
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ARCH India
AUSTRALIAN RESEARCHER
COOPERATION HUB



Australian Government
Department of Education

Australia India Research Students Fellowship Program 2022-2023

GUIDELINES

Opening date	5 October 2022
Closing date and time for applications	Applications close at 18:00 Indian Standard Time (IST) / 23:30 Australian Eastern Daylight Time (AEDT) on 13 November 2022
Administered by	Australia India Institute / ARCH-India (Australian Researcher Cooperation Hub – India) on behalf of the Australian Government Department of Education
Enquiries	Please contact admin@arch-india.org

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1. Introduction

In 2019, Australia and India agreed to develop a joint Australia-India Research Students Fellowship Program (AIRS Fellowships) for short term exchanges of Australian and Indian research students.

In a Joint Communique issued following the meeting of the fifth Australia India Education Council in 2019, the Education Ministers of India and Australia agreed to develop the Fellowship program to deepen collaboration in research and to connect Indian and Australian research students wishing to undertake short term research within an institutional partnership.

The Fellowship program supports the strong bilateral focus on collaborative research documented in the *Joint Statement on a Comprehensive Strategic Partnership* (CSP) issued by the Prime Ministers of both countries in June 2020. The CSP records the joint commitment by Australia and India to enhancing their science, technology and research collaboration.

In Australia, research collaboration with India has in part been driven by Indian diaspora academics. A recent report by the Australia India Institute on *Strengthening Australia-India Research Collaboration and Engagement* found that Indian diaspora scholars are able to leverage their cultural background, language facility and people-to-people connections with India to develop bilateral research collaborations. Australia's *India Economic Strategy* emphasises the importance of student peer-to-peer networks in building diaspora-focused links between Australia and India.

The AIRS Fellowship program will provide opportunities for emerging Australian researchers to develop their India-capability and for emerging Indian researchers to build their Australia-capability, helping to create those connections across national boundaries that will enable them to advance their research agendas through collaborations.

Research collaborations can take many forms, ranging from formalised partnerships between institutions to those built on informal ties between individuals. The AIRS Fellowships aim to spark those individual links at the earliest stage in the careers of emerging researchers, with the hope that the connections that are made under this program will last a lifetime and seed many fruitful research collaborations between Australia and India into the future.

2. About the AIRS Fellowship program

A single round of 70 fellowship opportunities will be offered for research students and post-doctoral scholars (early career researchers) from Australia and India for short term research exchanges of 4 to 8 weeks to be completed by mid-October 2023.

The Fellowship program is open to eligible research students and post-doctoral scholars (early career researchers) across all disciplines.

The program aims to achieve a balance in the flow of research students and post-doctoral scholars (early career researchers) between Australia and India. The aim is for 35 fellowships to be awarded to Australian research students and scholars and another 35 fellowships to be awarded to Indian research students and scholars.

Fellows will undertake a research project and other activities during the fellowship. Fellows will be expected to complete necessary travel to/from Australia and India by 15 October 2023.

The AIRS Fellowship Steering Committee has provided oversight of these Guidelines and will continue to provide oversight of the application and selection process. The Steering Committee and Selection Panel membership includes prominent academics and researchers from universities and higher education institutions in Australia and India.

3. Aims

The AIRS Fellowship program aims to:



4. Eligibility criteria

4.1 Eligible applicants

Applicants must be:

- Masters by research students, including Master of Science (MSc) and Master of Philosophy (MPhil)
- Masters by Coursework students undertaking a research subject or research component
- Doctoral research students, including Doctor of Philosophy (PhD and DPhil)
- Post-doctoral scholars (early career researchers) up to 5-years post-doctorate

The following students are not eligible to apply:

- Undergraduate students
- Doctoral students already participating in a Joint Australia-India PhD program

4.2 Applicant enrolment and employment

Applicants who are:

- students must be enrolled at their Home Institution at the time of applying and remain enrolled at their Home Institution for the duration of the Fellowship
- post-doctoral scholars must be employed at their Home Institution at the time of applying and remain employed at their Home Institution for the duration of the Fellowship.

4.3 Applicant Nationality

Applicants must be:

- Australian citizens or permanent residents enrolled or employed at an Eligible Institution in Australia
- Indian citizens enrolled or employed at an Eligible Institution in India

4.4 Eligible institutions

Applicants must be enrolled as a masters student, doctoral research student or employed as a post-doctoral scholar at an Eligible Institution and undertake their fellowship at an Eligible Institution in the other country.

Eligible Institutions are:

- Australian higher education institutions located in Australia with pre-existing engagement activities with the Indian institution that will be hosting an Australian Fellow
- Indian higher education institutions located in India with pre-existing engagement activities with the Australian institution that will be hosting an Indian Fellow

Pre-existing engagement includes a memorandum of understanding (MOU) for academic cooperation or other institutional or researcher engagement.

NOTE: Applicants should contact the International Office at their Home Institution to confirm that it is an Eligible Institution and to identify potential eligible Host Institutions in the other country. Supervisors can assist applicants to contact the International Office.

5. Research project

Applicants will be required to provide details of the research project and other activities they will undertake during the course of the Fellowship.

The research undertaken during the fellowship can either be for a new research project or contribute towards the applicant's thesis or an existing research project.

NOTE: Applicants should liaise with their Home Institution regarding possible credit or academic recognition of the Fellowship if successful. The granting of credit will be at the discretion of the Home Institution.

Applicants will need to provide the following details in the online application form:

Description of the research project

- title of the research project
- description of the research project and how the research will contribute to your thesis or existing research project (if applicable)
- research methodology
- research outline or structure

Activities and benefits

- the main activities during the exchange
- expected outputs from the fellowship including potential to develop publications and conference presentations
- statement on why you are applying for the fellowship

Applicants will also be required to submit the following completed documents. Templates for the letters have been provided to assist:

- Resume
- Letter of Recommendation from applicant's supervisor or course coordinator [[PDF/docx](#)]
- Letter of Support from the Home Institution [[PDF/docx](#)]
- Letter of Support from the Host Institution [[PDF/docx](#)]

6. Letter of Recommendation

[Template Letter of Recommendation \[PDF/docx\]](#)

Prior to applying, applicants should seek the support of their supervisor or course coordinator to participate in the program and obtain a Letter of Recommendation.

Using the template provided, applicants should obtain a Letter of Recommendation that attests to their suitability to participate in the fellowship program and capacity to successfully undertake the research project and activities.

The Letter of Recommendation should confirm that the supervisor or course coordinator has approved the proposed dates of travel.

NOTE: Applicants should discuss with their Home Institution supervisor or course coordinator any arrangements required to complete lectures or classes scheduled during the fellowship.

7. Letters of Support

Using the templates provided, applicants must obtain letters of support from both their Home and Host institutions and submit these letters with their online application.

Applicants should contact the International Office at their Home Institution to seek assistance in identifying potential Host Institutions in the other country and obtain Letters of Support from both the Home and Host Institutions.

Applicants are advised to seek their supervisor's help prior to contacting the International Office.

7.1 Letter of Support from the Home Institution

[Template Letter of Support – Home Institution \[PDF/docx\]](#)

Using the template provided, applicants should obtain a Letter of Support from the International Office or equivalent at their Home Institution, and include statements that the Home Institution:

- supports the applicant's travel to the Host Institution for the purpose of undertaking the research project and activities set out in the application and for the duration and the dates specified in the application
- confirms the Home and Host Institutions have a pre-existing engagement such as a memorandum of understanding for academic cooperation or other institutional or researcher engagement and that the fellowship will contribute to fostering research and institutional links between both institutions
- confirms that the applicant will be covered for travel and health insurance for the duration of the fellowship, including for COVID-19 illness and quarantine, noting that the applicant will obtain all necessary insurances to meet their individual circumstances.
- confirms ongoing support for the wellbeing of the applicant throughout the fellowship.

NOTE: The Australia India Institute is managing the fellowships program on behalf of the Australian Government Department of Education. The Institute does not have capacity to offer in-country support to Fellows.

7.2 Letter of Support from the Host Institution

[Template Letter of Support – Host Institution \[PDF/docx\]](#)

Using the template provided, applicants should obtain a Letter of Support from the International Office or equivalent at the Host Institution, and include statements that the Host Institution:

- agrees to host the applicant for the purpose of undertaking the research project and activities set out in the application and for the duration and the dates specified
- has pre-existing engagement with the Home Institution, such as a memorandum of understanding for academic cooperation or other institutional or researcher engagement, and that the fellowship will contribute to fostering research and institutional links between both institutions
- will provide:
 - a research mentor to meet regularly with the applicant
 - access to a study space, internet and library facilities, and reasonable support for applicants with disabilities or relevant medical conditions
 - support for the Fellow, including to ensure compliance with local rules and regulations
 - opportunities for the applicant to participate in the academic life of the host department or faculty and to connect with other research students and researchers studying or working in relevant research area.

8. Fellowship awards

AIRS Fellows will receive a lump sum to cover all travel and standard living expenses, taking into account length of stay and country in which the fellowship is undertaken. Indian Fellows travelling to Australia will receive a higher award due to the higher cost of living in Australia.

AIRS FELLOWSHIP AWARD	AUD 4 to < 6 weeks (28-41 days)	AUD 6 to 8 weeks (42-56 days)
Australian AIRS Fellows travelling to India	\$6,200	\$7,600
Indian AIRS Fellows travelling to India	\$8,000	\$10,000

The Australia India Institute will transfer the Fellowship award in a lump sum to the Fellow's nominated Australia or India bank account (AUD or INR equivalent), subject to receipt of the signed Letter of Acceptance and the recipient submitting a valid proof of visa and travel arrangements (e.g. ticket).

9. Eligible expenses

Fellows will be required to submit a short account for expenditure in their Activity Report[to be provided to successful applicants].

Eligible expenses are:

- Single return international economy airfare
- Australia / India Visa
- Accommodation
- Travel and health insurance over and above any insurance provided by the Home and Host Institutions to meet Fellow's individual requirements
- Transport costs (e.g. to/from airport and to undertake fellowship activities)
- Standard living expenses
- Language training and translation services

- Conference registration or costs of events directly related to the research

10. Timing of Travel

Fellows should consult with the Host Institution to align travel dates with the Host Institution's capacity to receive them. Fellows can arrange to travel any time but must complete their fellowships by 15 October 2023.

11. Selection Process

The Australia India Institute will screen all applications after the closing date and provide the AIRS Fellowship Selection Panel with fully completed applications that meet the eligibility criteria and include all supporting documentation.

Applicants will be notified if they have not met the eligibility criteria or have submitted an incomplete application. An incomplete application is an application where not all mandatory fields have been completed or which is missing one or more supporting documents.

Eligible applications will be considered by the Selection Panel against the assessment criteria.

12. Assessment criteria

In assessing applications, the Selection Panel will review applications in relation to the following:

1. A well-defined research proposal
2. Expected outputs from the fellowship including potential to develop publications and conference presentations
3. Statement on why you are applying for this fellowship

The Selection Panel may also take into consideration:

4. Applicant's resume
5. Letter of Recommendation from the supervisor or course coordinator
6. Diversity and distribution of Fellows across institutions in both Australia and India
7. Balance in Fellows across gender, disciplines and the three levels of applicants (masters, doctoral and post-doctoral applicants).

13. Notification of outcomes

The Australia India Institute will advise applicants of the outcome once the Selection Panel has made its selection. Notifications are expected to be sent by early December 2022.

14. Letter of Acceptance

Template Letter of Acceptance

Successful applicants will be required to sign and promptly return a Letter of Acceptance declaring that they agree to the terms and conditions set out in these Guidelines. The fellowship funds will be transferred in a lump sum to the Fellow's nominated bank account (AUD or INR equivalent) in Australia or India subject to proof of a relevant visa and travel documentation (e.g. ticket).

15. Terms and Conditions

Fellows must:

- maintain their eligibility as set out in section 4 of these Guidelines
- submit only true and accurate information in all documentation
- obtain approval from their Home Institution to travel to undertake the Fellowship and complete the Home Institution's travel risk assessment form
- maintain coverage for travel and health insurance for the duration of the fellowship, including for COVID-19 illness and quarantine, and obtain all necessary insurances to meet their individual circumstances
- advise their Home and Host Institutions of any pre-existing medical or other conditions which could affect their safe participation in the Fellowship. If required, provide a medical report confirming their capacity to proceed with the Fellowship
- make their own arrangements for travel, visa, accommodation and logistics
- ensure they meet country entry requirements
- comply with local COVID-19 or other public health requirements at any transit or destination country, accommodation, host organisation, conference facilities or other places the Fellow will attend
- comply at all times with Indian and Australian Government advice on COVID-19 or other public health travel and health guidelines, including latest COVID-19 related vaccination requirements
- travel to Host Institution to undertake the research activity outlined in application
- spend between 4 and 8 weeks as a Fellow at the Host Institution
- use the funding only for the eligible expenses set out in these Guidelines
- complete the Fellowship by 15 October 2023
- submit an Activity Report in the template provided within 4 weeks of return
- be willing to be an ambassador for the Australia India Research Student Fellowship program and allow the AIIR and the Australian Government to use their name and image to promote the benefits of the program through testimonials, videos, podcasts, social media or other activities
- acknowledge the support of the Australian Government Department of Education in any academic presentation and publication generated as part of their Fellowship research project
- always conduct themselves in a professional manner while participating in the Fellowship and not engage in conduct that may harm or diminish the name or reputation of the AIRS Fellowship program or bring the Home or Host Institution, Australia India Institute or the Australian Government Department of Education into disrepute.

16. Privacy

The Australia India Institute respects the privacy of anyone who interacts with us and is committed to protecting and managing personal information fairly and lawfully. For information on how the Institute will collect personal information on the ARCH-India platform, please read the Privacy Policy. Specific privacy collection notices will be provided to applicants at the time their personal information is collected which will provide further details on how personal information will be processed.

APPENDIX A – APPLICATION CHECKLIST

Applicants are strongly encouraged to start their applications early.

Applications open	<p>The Australia India Research Students Fellowship (AIRS Fellowship) opportunity will open on 5 October 2022.</p> <p>Applications can only be made via the online application form (see link below).</p> <p><i>Applicants with disabilities who are unable to access the online application form may contact the Australia India Institute to discuss an alternative process for submitting an application: admin@arch-india.org.</i></p>
Read Guidelines	<p>Please read all sections of the Guidelines before submitting an application.</p> <p>The Guidelines will be published on ARCH-India website (Australian Researcher Cooperation Hub – India) at www.arch-india.org</p>
Contact supervisor	<p>Applicants should seek supervisor advice on their participation in the AIRS Fellowship program</p>
Obtain Letter of Recommendation	<p>Applicants should obtain a Letter of Recommendation [PDF/docx] from their supervisor or course coordinator</p>
Contact International Offices to identify potential Host Institutions	<p>Applicants should contact the International Office at their Home Institution</p> <p>The International Office can help to identify and contact potential Host Institutions that have pre-existing engagement with the Home Institution</p> <p><i>Supervisors and course coordinators can assist applicants to contact the International Office</i></p>
Obtain a Letter of Support from the Host Institution	<p>The International Office will obtain a Letter of Support from the Host Institution confirming they will host the applicant for the Fellowship</p> <p>Template Letter of Support – Host Institution [PDF/docx]</p>
Obtain a Letter of Support from the Home Institution	<p>The International Office of Home Institution issues a Letter of Support for the applicant</p> <p>Template Letter of Support – Home Institution [PDF/docx]</p>
Check government advisories relevant to all aspects of travel	<p>Applicants should check with the International Office at their Home Institution on where to find relevant government travel advisories. This may include:</p> <p>For Australian applicants, the Australian Government Smartraveller advisory on India https://www.smartraveller.gov.au/destinations</p> <p>For Indian applicants, the Indian High Commission to Australia on any advice for travel to Australia https://www.hcicanberra.gov.in/</p>

<p>Complete the online Application form</p>	<ol style="list-style-type: none"> 1. Register with the ARCH-India platform to access and save the online application form https://arch-india.org/user/login 2. Complete the online application form https://arch-india.org/australia-india-research-students-fellowship-program 3. Upload supporting documents: <ul style="list-style-type: none"> • Resume • Signed Letter of Recommendation [PDF/docx] • Signed Letter of Support from Home Institution [PDF/docx] • Signed Letter of Support from Host Institution [PDF/docx] 4. e-Sign the Declaration that the information provided is true and correct 5. Submit application
<p>Applications close</p>	<p>Applications close at 18:00 Indian Standard Time (IST) / 23:30 Australian Eastern Daylight Time (AEDT) on 13 November 2022</p>
<p>Acknowledgement of receipt</p>	<p>Applicants will receive an automatic email acknowledging receipt of the application</p>
<p>Incomplete or ineligible applications</p>	<p>The Australia India Institute will review all applications after the closing date and provide the AIRS Fellowship Selection Panel with applications that meet the eligibility criteria.</p> <p>Applicants will be notified if they have not met the eligibility criteria or if they have submitted an incomplete application.</p>
<p>Selection of Fellows</p>	<p>The Selection Panel will assess applications against the assessment criteria set out in the Guidelines and select Fellows</p>
<p>Notification of outcomes</p>	<p>The Australia India Institute will advise all applicants by email of the outcome of applications by mid-December 2022</p>
<p>Letter of Acceptance</p>	<p>Successful applicants will be required to sign and promptly return a Letter of Acceptance</p>
<p>INFORMATION FOR AIRS FELLOWS</p>	
<p>Funds Transfer</p>	<p>The Australia India Institute will transfer the Fellowship award in a lump sum to the Fellow's nominated Australia or India bank account (AUD or INR equivalent), subject to receipt of the signed Letter of Acceptance and the recipient submitting a valid proof of visa and travel arrangements.</p>
<p>Check passport validity and ensure it meets all travel requirements</p>	<p>Fellows are advised to apply for a visa as soon as possible as visa processing may take some time.</p> <p>Some foreign governments require visitors to carry passports with a period of validity beyond their planned stay.</p>

	<p>Check the entry requirements for Australia, India and transit countries and ensure passport / travel documents comply with all government requirements</p> <p>The Australia India Institute is unable to provide advice on passport requirements</p>
<p>Ensure you have a valid visa for all stages of travel</p>	<p>Fellows are advised to liaise with the International Office of their Home Institution for guidance on the appropriate visa category to apply for and details of the visa application process</p> <p>Official advice on visas for travellers to India can be found at: https://www.hcic Canberra.gov.in/</p> <p>Official advice on visas for travellers to Australia can be found at: https://india.highcommission.gov.au/ndli/home.html</p> <p>The Australia India Institute is unable to provide advice on visas</p>
<p>Check Government COVID-19 requirements for all stages of travel</p>	<p>Fellows are advised to liaise with the International Office of their Home Institution for guidance. This may include:</p> <p>For Australian Fellows, check with the Indian High Commission to Australia for information on government COVID-19 requirements https://www.hcic Canberra.gov.in/ or other official Government of India websites: https://www.mohfw.gov.in/</p> <p>For Indian Fellows, check the Australian High Commission to India website for information on government COVID-19 requirements https://india.highcommission.gov.au/ndli/home.html</p>
<p>The Fellowship</p>	<p>Fellows will travel to their Host Institution to undertake the research activity outlined in their application and signed Letter of Support from Host institution</p> <p>Fellows will remain at the Host Institution for a minimum period of 4 weeks and a maximum period of 8 weeks</p>
<p>Last date to complete Fellowship</p>	<p>Fellows must complete their fellowship and return by 15 October 2023</p>
<p>Activity Report</p>	<p>Fellows must submit an Activity Report on their fellowship activities within four weeks after completing their Fellowship</p> <p>A template will be provided to successful applicants</p>
<p>FAQ</p>	<p>Questions can be directed to admin@arch-india.org</p>