**POSTGRADUATE RESEARCH INTERNSHIP AUSTRALIA – BRAZIL**

**June – August 2017**

**Applications close on 18 December 2016**

**INTRODUCTION**

The *Postgraduate Research Internship* will provide five (5) Brazilian PhD students with first-hand research experience in Australia and an introduction into Australian life and culture. The eight-week program will take place during June – August 2017. The primary goals of the program are to introduce students to Australian research in the context of a research laboratory and to establish professional linkages that will enable them to collaborate in the future.

The program is funded by the Australian Department of Education and Training, administered in Brazil by the Education Office at the Australian Embassy, Brasilia, and managed in Australia by the Australian Academy of Science. The Education Office will undertake the process of identifying the successful candidates while the Academy of Science will coordinate logistical arrangements and host the orientation and debriefing sessions in Australia. The Academy of Science will be the key contact point for questions on various matters such as liaising with host organisations and travel to / from Australia.

This is a merit based program open to PhD students in all fields of study. The selection decision made by the Education Office is final and cannot be appealed. By submitting your application you agree to the conditions set out in this application guide.

**2. ELIGIBILITY CRITERIA**

To be eligible to apply for the *Postgraduate Research Exchange*, applicants must:

* be a Brazilian citizen
* not be an Australian citizen, dual national or a permanent resident of Australia
* be enrolled in the 1st, 2nd or 3rd year of a PhD course at a Brazilian university, federal institute or recognised research institution
* have sufficient fluency in English to successfully participate in the program (lab-working proficiency)
* have been accepted by an Australian university or research institution to undertake the research internship (host organisation)
* have support from their home institution and supervisor
* provide all relevant supporting documentation by the deadline(s).

**3. Benefits**

The *Postgraduate Research Internship* offers:

* a travel allowance of up to $AU3,000 to contribute to international travel and visa costs
* a living allowance of up to $AU5,200 to contribute towards living costs in Australia.

You must have international health and travel insurance. This can be organised for you and the cost for insurance will then be paid out of your living allowance (approximately $AU160).

*Note: As of 11 November 2016: $AU1 = R$2.60. However, please check the current exchange rate.*

**4. SELECTION CRITERIA AND WEIGHTING**

The first phase closes on 18 December 2016 and is open to all eligible candidates who meet the requirements set out in Section 2 above. The top-20 applicants, as selected by the Education Office, will be invited to the second phase and will need to provide the required supporting documentation and a video statement by
1 February 2017.

Eligible candidates will be assessed according to the following criteria:

**Phase I**

* Well-defined research program in Australia, explaining the methodology and proposed steps for practical implementation (30%).
* Statement on how participation in the program will further the applicant’s academic and professional career (30%).
* Endorsement from the home institution in regard to the candidate’s leadership, research and networking skills (20%).
* Statement from the host institution recommending the candidate for the research program and outlining the potential for further institutional collaboration (20%).

**Phase II**

* Assessment of information provided in Phase 1 (50%).
* Personal video statement introducing yourself and your project (in English) (20%).
* Written statement about how the research internship will progress the relationship between Australia and Brazil and strengthen bi-lateral research collaboration (20%).
* Academic achievement; awards, patents and publications in the chosen field of study; extracurricular projects and activities and any relevant work experience (10%).

**5. SUPPORTING DOCUMENTATION**

To be eligible, applicants must provide:

**Phase I**

* Enrolment letter from a Brazilian PhD program.
* Complete application form (A), which includes:
* personal details
* response to selection criteria
* academic and professional background
* referee report
* host nomination.

**Phase II** (*this only applies if you are invited to the second stage by the Education Office*)

* Personal video statement introducing yourself and your project (in English). The video may be up to three minutes long.
* Academic transcripts from a completed Master’s degree (see section 5.4).
* Complete application form (B), which includes:
* achievements list
* relevant projects list
* response to selection criteria: potential for bi-lateral research collaboration.
* Supporting documentation that attests the qualifications mentioned in the application form (B).
	1. **Educational qualifications**

All applicants must be enrolled in the 1st, 2nd or 3rd year of a Brazilian PhD in June 2017. The application should provide supporting evidence that the applicant is a PhD student of a Brazilian university, federal institute or recognised research institution and the year of the course in which the applicant is enrolled. The letter should be certified by the home institution and will be accepted in English or Portuguese.

* 1. **Academic and professional background**

Applicants should provide information on their academic and professional background by completing application form (B) and by providing necessary documents, certificates or diplomas that support their statements. To confirm their previous professional experience, an applicants’ resume will only be accepted if duly referenced. Each experience should have the name, position and contact detail of a supervisor. Referees might be contacted at any time during the selection process to confirm the information provided.

* 1. **Referee report**

The referee report must be from the applicant’s academic supervisors in Brazil who should be familiar with the applicant’s recent academic performance and abilities as well as with the research program proposal submitted by the applicant in this selection process. The letter may be written in English or Portuguese and must be signed by the home supervisor.

* 1. **Host nomination**

It is the responsibility of the applicant to find their own host organisation in Australia. Neither the Education Office nor the Academy of Science can assist you with this task. Please see the *2017 PhD Research Internship Handbook* for advice on how to find a host.

Applicants must provide a nomination letter from their supervisor at the host organisation explaining their interest in the applicant’s proposed program, how both sides would benefit from the joint research and what further **institutional** collaboration may come out of the exchange.

Nominations are to be **signed** by the applicant’s host supervisor and **certified** (stamped and signed) by the host university or research institution. For the nomination to be valid, the person certifying the form must hold a senior position (Professor, Dean, etc.) within the Australian host organisation.

* 1. **Academic transcripts**

Academic transcripts must be a copy of the original official transcripts from the applicant’s Master’s degree and any PhD related transcripts. These documents will be accepted in Portuguese.

Applicants who enrolled in a PhD directly after their undergraduate studies and therefore do not hold a Master’s degree should send a copy of their official undergraduate transcripts along with a letter from their current PhD supervisor stating that the applicant has commenced their PhD without having completed a Master’s previously. This letter will be accepted in English or Portuguese.

* 1. **Achievements and relevant projects lists**

Achievements can be any award, scholarship, fellowship or grant received that the applicant considers relevant to build their profile. Publications and patents should also be included here.

Relevant projects are any outside work experience, or extracurricular activity in which the applicant has engaged, such as volunteer work, an entrepreneurial endeavour, consultancy, etc. Adding a link to the relevant projects list of any news where the name of the applicant is shown as part of the project is enough to confirm the information but certificates are also welcome. Projects without supporting evidence will not be evaluated.

1. **TIMELINES**

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| **Date** | **Phase** | **Activity** |
| 14 November 2016 | Phase I | Applications open |
| 18 December 201623:59 Brasilia time | Phase I | End of the Phase I  |
| 20 January 2017 | Phase II | Applicants who have successfully moved to Phase II will be notified |
| 1 February 201723:59 Brasilia time | Phase II | End of Phase II |
| 6 February 2017 |  | Announcement of the successful applicants |
| June - August 2017 |  | Internship program |

*Note: These dates are fixed and no extensions will be granted.*

1. **HOW TO APPLY**

In order to apply for the Postgraduate Research Internship, candidates should send their enrolment letter from their PhD program in Brazil and a complete application form to education.brasilia@dfat.gov.au, including the subject “PhD + [name]”. All files should be in a .pdf version.

Applications and respective supporting documentation should only be provided if they are a requirement of the current phase. Initially applicants should only send documentation requested for **Phase I.**

**It is important to note:**

1. that the Education Office will only respond to queries about the program submitted by email to education.brasilia@dfat.gov.au
2. that the Embassy’s decision is final and cannot be appealed
3. individual feedback cannot be provided due to the expected high volume of applications
4. neither the Embassy nor the Australian Academy of Science can help candidates in finding a host in Australia. The host nomination is exclusively the applicant’s responsibility.
5. **PILOT PROGRAM**

In 2016, the Australian Government piloted the *Australia – Brazil* *Postgraduate Research Internship* (formerly *Australia – Brazil Short Term PhD Exchange*) which supported six Brazilian PhD students to participate in a two-month program in Australia. The pilot was a very competitive process with over 400 applicants. Six outstanding candidates were chosen to undertake research in Australia. Their video testimonials can be viewed at the Australian Academy of Science’s YouTube channel (Debriefs - 2016 Australia-Brazil PhD Program): <https://www.youtube.com/playlist?list=PL9DfJTxCPaXJ6crfa6JaQwJuZH7QZa0ab>.

Good luck!

The Education Office

Embassy of Australia in Brazil

11 November 2016

education.brasilia@dfat.gov.au