

AUSTRALIAN NATIONAL UNIVERSITY

SUMMER RESEARCH INTERNSHIPS

CONDITIONS OF AWARD

GENERAL

The Australian National University (ANU) offers Summer Research Internships specifically for current ANU students in selected ANU Colleges/Research Schools during the summer vacation period (usually from late November to late January). Offers are made subject to the availability of funding and appropriate supervision. The cost for campus accommodation is generally not covered for Summer Research Interns. Summer Research Interns are subject to The Australian National University Act 1991 and to the Statutes and Rules of the University.

ELIGIBILITY

Internships are intended for undergraduate students, currently enrolled at ANU, completing the third or fourth year of a full-time program leading to an Honours degree. The University may also consider accepting outstanding second year students who are intending to complete an Honours degree, or Masters by coursework level students who may be considering a higher degree research program. Other students may also be considered at the discretion of individual ANU Colleges/Research Schools.

TENURE

The period of tenure of a Summer Research Internship will be specified in the letter of offer. The minimum period is generally seven weeks (although some areas may be prepared to consider applications for shorter periods), and the maximum is generally eight weeks. The period of tenure may be broken into two parts to allow for the Christmas period when the University is closed. Summer Research Internships generally commence in late November and conclude in late January. A starting date earlier in November may be arranged if mutually convenient to the School/Centre/Faculty/College and the Summer Research Intern.

TERMINATION

The University reserves the right to terminate an internship at any time and at the University's sole discretion if the conduct of the Summer Research Intern is deemed to be unsatisfactory. If an internship is terminated for any reason prior to the commencement of the internship period, the University will not be liable for any costs, and if terminated during the internship period the University will at its sole discretion determine if any reasonable expenses will be reimbursed.

ALLOWANCE

Summer Research Interns will receive an allowance to cover incidentals. This allowance commences from the date on which the internship is taken up and is paid fortnightly in arrears. On occasion, the first payment may be up to three weeks after the Summer Research Intern commences. Allowance details will be provided in the Internship offer letter.

Note: The University is closed over the Christmas/New Year period from Christmas Day to New Year's Day inclusive. Allowances are not paid for this period

INCOME TAX AND YOUTH ALLOWANCE/AUSTUDY BENEFITS

Please note that Centrelink may regard allowance amounts as income which may affect your Youth Allowance, Austudy or other Centrelink allowance. Allowances may be regarded as taxable income and interns are expected to make their own enquiries and seek independent advice regarding any tax liability or impact on Centrelink allowances.

INSURANCE

Summer Research Interns from New Zealand or any overseas country are required to take out a travel insurance policy with medical expenses coverage prior to arriving in Australia, for the duration of their internship *and* travelling dates. Such Summer Research Interns will be required to show proof of insurance cover on arrival to the University.

Australian Summer Research Interns are advised to take out an appropriate travel insurance policy if they wish to be covered against any travel risks. Australian Summer Research Interns should note that they will only be covered by the University's public liability insurance to the extent that an accident occurs at the University for which the University is at fault.

Summer Research Interns may approach their own institution for insurance under their home institution's insurance policy. If cover is granted by their institution, they will need to provide an official letter stating that they have relevant insurance for the dates they will be travelling and resident in Canberra.

*Note: The ANU will not cover the cost of **any** policy taken out by Summer Research Interns.*

FIELD AND RESEARCH EXPENSES

Unless special arrangements are made, Summer Research Interns will not be required to undertake, nor be given additional allowances for, field or research work away from Canberra.

REPORT

Summer Research Interns must write a short report (1 or 2 pages) on their internship activities and submit it at least two days before the end of the internship period through their supervisor(s) to the ANU College/Research School Administrator for submission to the relevant ANU Director or Dean. Some areas may require an additional, more detailed research report. PowerPoint presentations may also be required.