

## Claude McCarthy Fellowship Regulations

The funds for these fellowships are provided by the income from a substantial bequest by the late Claude McCarthy. Mr McCarthy was born in Hororata, West Christchurch in 1888. He attended Christchurch Boys' High School from 1903 to 1907, began university studies in 1907 and graduated BA in 1913.

His teaching career was interrupted by war service when he went overseas in 1917 as a lieutenant in the 24th Reinforcements. After his return he graduated MA in 1919 and then in 1922 went to the United States. After 25 years there he retired to live on the island of Jersey. Mr McCarthy died in Spain in 1978.

### 1. Purpose

To enable graduates of a New Zealand university to undertake “original work or research in literature, science or medicine”<sup>1</sup> to travel overseas for short periods to:

- 1.1 present research work at conferences,
- 1.2 conduct research contributing to the New Zealand doctoral degree for which they are enrolled.

### 2 Eligibility

To be eligible to apply for a Claude McCarthy Fellowship applicants must:

- 2.1 be a graduate of a New Zealand university.
- 2.2 be registered for a Doctoral degree at a New Zealand university
- 2.3 have been registered for their doctoral degree for at least one year at the closing date for applications.
- 2.4 be undertaking “original work or research in literature, science or medicine”.

If an applicant has previously held a Claude McCarthy Fellowship this does not preclude them from submitting another application however the selection committee will take the earlier fellowship into consideration when making their funding decisions.

### 3 Selection Criteria

- 3.1 Fellowships will be awarded on the recommendations of the selection committee. The committee may consult with the universities and others as it deems fit.
- 3.2 Applications for conference attendance will be enhanced if combined with other research activities.
- 3.3 The decisions of the selection committee are final, and no correspondence will be entered into following the selection meeting.

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1. Applicants should note that the committee will determine if an applicant's area of study falls within one of those disciplines.

## 4 Applications

4.1 There are two Application Rounds Each Year.

### Round 1

Applications are invited for Fellowships to commence between 1 July and 31 December:

- applications will close on 1 April of the same year.
- committee selection will be in May of the same year.

### Round 2

Applications are invited for Fellowships to commence between 1 January and 30 June:

- applications will close on 1 October of the previous year.
- committee selection will be in November of the previous year.

4.2 Applicants should complete an application form using the Universities NZ online scholarship application website: <https://universitiesnz.communityforce.com>

4.3 The online application form will request, and applicants must provide:

- 4.3.1 detailed information describing the conference to be attended. Including the name, date and location of conference.
- 4.3.2 and, if research is to be included, the research to be carried out Including the name of research lead, dates research will take place, location of research.
- 4.3.3 a budget of estimated costs.
- 4.3.4 details of any academic publications.
- 4.3.5 a statement of support from their doctoral supervisor or Head of Department.
- 4.3.6 two people able to comment on the applicant's qualifications and on the relevance and anticipated benefits to their PhD of the conference and research.

## 5 Tenure

### 5.1 Term

- 5.1.1 Fellows must use the fellowship funds whilst registered for their doctoral degree or, at the latest, within four months of the date of submission.
- 5.1.2 Funding awarded from Round 1 can only be used for fellowships to be held between 1 July and 31 December of that year.
- 5.1.3 Funding awarded from Round 2 can only be used for fellowships to be held between 1 January and 30 June of the following year.
- 5.1.4 Fellowships are normally awarded for periods of up to three months.
- 5.1.5 No award shall be made at any time for a period exceeding one year.

### 5.2 Co-tenure

The Fellowship is tenable with any other scholarship, fellowship, or award with approval from the Chair of the Selection Committee. The Chair may adjust the value of the Fellowship where a recipient receives another award.

### 5.3 Reports

A detailed report covering the outcomes of the Fellowship is required when the Fellowship concludes. The report must be sent to Universities New Zealand within 6 weeks of the end of the Fellow's tenure.

#### 5.4 Suspension and Termination

Universities New Zealand may at any time suspend or terminate any fellowship if it is satisfied that the fellow is not diligently pursuing the programme of research or original work or has failed to comply with any of the terms and conditions on which the fellowship was awarded.

#### 5.5 Return of funds if study not progressed

Fellows agree that they will repay any funds which were not used for the purpose of the fellowship or were not used within the timeframe for which they were awarded.

### **6 Value**

#### 6.1 Value of scholarships

6.1.1 Awards will not normally exceed \$5,000 and are intended to supplement other sources of funding.

6.1.2 The value of the award for each fellowship will be decided by the selection committee.

#### 6.2 Payment

Payment is normally made four to six weeks prior to travel.

#### 6.3 Awards

Awards may be made as a contribution to travel costs, reasonable accommodation costs, conference registration costs and, if appropriate, research related costs.

#### 6.4 Power to vary

The selection committee may vary these regulations provided that such variations are consistent with the general purposes of the scholarship and of the bequest.