



THE UNIVERSITY  
OF QUEENSLAND  
AUSTRALIA

**OFFICE OF UNDERGRADUATE EDUCATION  
REALISING THE UQ ADVANTAGE**

**UQ ADVANTAGE GRANT  
GUIDELINES**

## OVERVIEW

The University of Queensland Advantage Grant is an initiative which seeks to promote student mobility and to enhance student participation and involvement in curricular and related activities. The Grant offers financial support to students of the University of Queensland to subsidise activities which will enhance their degree program and their experience at UQ.

## WHAT KIND OF ACTIVITIES ARE SUBSIDISED

UQ Advantage Grants may be provided for activities related to a student's study at The University of Queensland such as conferences, short term programs, language study, research, internships, leadership, service learning and volunteering programs, or other activities endorsed by your academic unit.

## WHO IS ELIGIBLE

These grants are for students currently enrolled in a degree program at the University of Queensland (i.e.: undergraduate, honours, graduate certificate, graduate diploma, coursework masters or professional doctorate levels of study). The grants are not for students enrolled in research higher degree programs.

Full-degree international students are invited to apply. It is not normal practice to award a grant enabling an international student to return to his/her home country. However, special consideration may be given to a student who can show the benefits of how an academic activity undertaken in the student's home country can enhance their UQ experience.

## HOW MUCH

The amount of the grant will vary up to a maximum of \$1500, depending on availability of funding, location of activity, level of involvement in activity, amount of co-funding by academic unit. Students are encouraged to apply for funding from other sources such as your Faculty or School. Each application will be considered on a case by case basis.

## APPLICATION DUE DATES

UQ Advantage Grants will be granted 4 times during the year. The due dates for applications are by 5pm on the following dates\* each year:

<b>15 February</b>	For travel between 16 March and 15 June
<b>15 May</b>	For travel between 16 June and 15 September
<b>15 August</b>	For travel between 16 September and 15 December
<b>15 November</b>	For travel between 16 December and 15 March

\* Note: if the deadline falls on a weekend or public holiday, the due date is 5pm on the next working day.

## CONDITIONS

1. Applicants must complete the *UQ Advantage Grant Application Form* including endorsement from the School or Faculty, attach a copy of their most recent unofficial academic transcript and any other supporting documentation, and follow the submission instructions as outlined on the form.
2. The application must be made at least 4 weeks prior to the expected departure date. Please refer to the table above for further details of the application deadlines. The grant cannot be paid retrospectively.
3. UQ Advantage Grants may be provided for degree-related internships, service learning/volunteer activities, language studies, research, conference participation, or other activities related to a student's study at The University of Queensland. Further details in relation to these activities:
  - a. UQ Advantage Grants may be awarded for conference attendance alone, but preference is given to applicants who are presenting at, or organising the conference detailed in their application. Applicants must provide the official letter of invitation to present, a clear description as to how the conference relates to their degree at the University of Queensland, and any additional documentation to support this activity.
  - b. Students applying for UQ Advantage Grant to support participation in an internship must include documentation detailing the activities included in this internship from the host organisation upon application.
4. International students are eligible to apply, but will not normally be approved to travel to their home country.
5. Applicants must be currently enrolled in a relevant UQ degree program. If a student has completed their degree requirements, or will complete their requirements the semester before departure, they will not normally be eligible for a travel grant.
6. All participants must take out appropriate travel and health insurance for the duration of any overseas activity.
7. Applicants may need to be able to meet the costs of their intended activity independently of the UQ Advantage Grant in case their application is not successful, or the grant cannot be processed in time prior to travel. Applicants who have received the grant previously may not be eligible to apply a second time.
8. Students who are recipients of the UQ Advantage Grant are representatives of The University of Queensland and as such are expected to strive for a successful outcome and to abide by the rules and customs of the host campus/organization, community and country.
9. Students are required to show proof of completion of activity within 4 weeks of return, by submitting to the Office of Undergraduate Education [undergrad@uq.edu.au](mailto:undergrad@uq.edu.au), a one page report using the template provided showing how the funds were spent, activity details and outcome.

## AS A UQ ADVANTAGE GRANT RECIPIENT YOU ARE REQUIRED TO:

- Note that if you do not use the grant for the purpose outlined in your application or another purpose approved by the University, you must repay the University the full amount of the grant.
- Monitor the Australian Government Department of Foreign Affairs and Trade's website [www.smartraveller.gov.au](http://www.smartraveller.gov.au) to check the security risk of your international destination(s). The website provides accurate, up-to-date information about the risks you might face overseas, enabling you to make well-informed decisions about whether, when and where to travel.
- Familiarise yourself with the University's student corporate travel insurance policy, which can be accessed from the Finance and Business Services website. Please keep this information, including the Policy Number and the emergency contact numbers with your travel documents.
- Provide an activity report using the template provided within four weeks of your return.
- Travel within six months of the award being offered.
- Contact the Office of Undergraduate Education ([undergrad@uq.edu.au](mailto:undergrad@uq.edu.au)) if your travel dates vary from the approved dates to obtain approval. The value of your award may be adjusted accordingly.
- Inform the Visa Officer in the International Admissions Section (IAS) if you:
  - are an international student on a Student Visa, and
  - have accepted the offer, and
  - will be more than 250 kms from UQ for more than 3 months.

The IAS will inform the Department of Immigration and Citizenship (DIAC) on your behalf. Your absence from UQ will be approved automatically but failure to inform DIAC may cause Visa complications.