



Australian Government
Department of Education and Training

AUSTRALIA 2017 HANDBOOK



Australian Academy of Science

**National Science Foundation
East Asia & Pacific Summer Institutes
For U.S. Graduate Students Pursuing Science & Engineering**



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I. INTRODUCTION

The Summer Program in Australia for 2017 is co-sponsored by the U.S. National Science Foundation (NSF) and the Australian Government Department of Education and Training. The program will be held from Tuesday, 6 June 2017 (latest arrival date) – Wednesday, 2 August 2017 (earliest departure date).

The Summer Program in Australia provides US graduate students (US Citizens or permanent residents) in science and engineering first-hand research experience in Australia, orientation to the Australian culture, and an introduction to research and policy infrastructure of Australia. The primary goals of the program are to introduce students to Australian science and engineering in the context of a research laboratory, and to initiate personal relationships that will better enable them to collaborate in the future.

The program is administered in the United States by the National Science Foundation (NSF) (<http://www.nsf.gov>, <http://www.nsf.gov/div/index.jsp?div=OISE>) and in Australia by the Australian Academy of Science (AAS) (<http://www.science.org.au>). The AAS coordinates the orientation and also helps participants move to host institutions. The AAS will be the contact point for questions on various issues such as host institutions, travel in Australia and emergency whilst the participants are in Australia.

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II. PREPARATION

Host Institution and Researcher in Australia

You should remember that host researchers or institutions are not paid to host you. Therefore your technical contributions to their program will be most appreciated. Many former Summer Program participants became highly recognised professionals after graduation and continue their relationship with host researchers in many productive ways. A few tips regarding host institutions and research plans are provided below.

How to find your host institution and researcher in Australia

First, you need to talk to your research advisors or colleagues in your home institutions, who are active in the research areas of your interests. Many of them have contacts in Australia. You may also check recent journal papers or conference proceeding papers in the areas of your interests. You can identify Australian institutions and researchers from published papers. The EAPSI web site also has a list of some potential host institutions in Australia. If you find any institutions of your interest from the list, you may contact them to identify potential host researchers.

If you are interested in visiting an institute in Australia that is not on the list of approved institutes, please contact the Academy directly. The Academy is flexible about the research institutes involved in the Summer Program.

What to discuss with your host researcher in Australia

Eight weeks pass very quickly, and every year participants in the Summer Program state that they wish they had another week or two to finish their research projects. They expressed that they "wasted" the first part of their stay discussing potential projects and not working on the actual project itself. Therefore you are encouraged to make an effort both to create a research plan and to discuss its viability with your host scientist before you depart to Australia. It is well worth the time and effort.

Research Plan

With your host researcher's agreement you may choose to continue your on-going research work or you may choose to work on their on-going or new research project. If you choose to work on a new research topic you may not be able to have tangible results at the end of the eight-week period. To make your visit to Australia productive in research, you may want to do the following:

- Join one of the on-going projects in your host researcher's laboratory.
- Team up with one of the graduate students in their research group.
- Read their publications and understand their methods and approaches.
- Decide on the scope and weekly schedule of your work, consulting with your host researcher before you arrive in Australia.

Facilities

After your research plan is made, you should check with the host researcher to confirm that equipment, facilities, or materials required for your research will be available to you during your visit.

Other information

You may get the most useful information about how to survive in the host institution from other US students, research staff, or visiting faculty who are currently there or have been there in the past. You may ask your host researcher to send you contact information about current or previous US researchers in the host institution, if any. You may also ask for information about possible professional visits during your stay (see section B) and housing arrangements (see section F).

How To Set Up Other Professional Visits

NSF and AAS encourage participants to visit laboratories outside of their host laboratory both to gain a broader understanding of the Australian scientific community in their fields and to create contacts for future research collaboration. Main resources for developing contacts in Australia are your advisor, professors and colleagues in the United States.

Make sure you consult with your department advisor and other appropriate individuals before you leave home and develop a list of researchers you would like to meet while in Australia. Letters of introduction provided by primary advisors to the Australian researchers are extremely useful in setting up research visits as this further solidifies potential research relationships.

Your Australian host scientist

Prior to your arrival, you should inform your host that you are interested in visiting other laboratories in Australia and ask them if they have suggestions as to which researchers would be beneficial for you to meet. If the host responds to this request, you can then politely ask if they would be willing to make the necessary introductions for you.

Publication search

When all else fails, a publication search can help identify Australian researchers within your field. In this case, you might send or fax a polite letter that introduces yourself, explains your research and requests a visit while you are in Australia.

Passport and Visa

You will need a valid passport for travel to Australia. Your passport will need to be valid for at least six months past the date you expect to depart Australia. If you do not have a valid US passport, application instructions and forms are available at the State Department Web site: http://travel.state.gov/passport_easy.html. You should apply early (at least two-three months before travel). You can request expedited processing with additional fee.

Please note that visa requirements change from time to time due to today's world environment. We strongly recommend that prior to travel you contact the Australian Embassy in Washington DC to enquire about visa requirements to enter Australia. Note that **the AAS cannot provide authoritative advice on visas** or address visa concerns.

However, the AAS understands that you will probably need to obtain a Short Stay Activity Visa (subclass 400) visa for the eight weeks that you will participate in the program. You can apply for the visa online at the Australian Department of Immigration and Border Protection website: <https://www.border.gov.au/visas/Pages/Temporary-Work-%28Short-Stay-Activity%29-visa-%28subclass-400%29-document-checklist.aspx>

Important: when you apply for your visa, please ensure that all details are correct (your name, dates of arrival/departure, etc.). The Short Stay Activity Visa (subclass 400) is one that can only be applied for outside of Australia, therefore you will not be able to make any changes once you have arrived in Australia.

More information related to visas will be provided to you at the pre-departure orientation in Washington DC. The 2017 pre-departure orientation will be a virtual meeting, with additional information provided with tentative fellowship offers. It is imperative that you apply for your visa as soon after the pre-departure orientation as possible, to avoid any potential issues associated with delayed processing of your application.

International Air Travel

The NSF-contracted travel agency, AdTrav, will provide each participant with a round-trip economy class ticket between the major airport nearest their US city of residence and Australia. Participants will be advised by e-mail when and how to contact AdTrav to make international travel reservations.

Please book the LOWEST fare, government or non-government, non-refundable or refundable ticket at no cost to you with a group booking code provided by NSF.

When calling AdTrav with your group booking code, you will need to reserve an airplane ticket from your city of residence to Canberra, Australia to arrive in Canberra on or before June 6, 2017 to attend the official opening of the program. We recommend arriving in Australia at least a day early to rest after the long flight and/or to mitigate against flight delays/cancellations, however please note that the cost of accommodation

prior to the orientation program is not covered by the AAS. If your host city is outside of Canberra, also ask AdTrav to book an airplane ticket from Canberra to your host city in the evening of June 8. If there is no air service between Canberra and your host city, you may need to look at alternative transportation. Book your return ticket from your host city back to the US to travel no earlier than August 2.

In summary, ask AdTrav to book:

- U. to Canberra, Australia – to arrive no later than the morning of June 6
- Canberra to host city – evening of June 8
- Host city to US – to depart no earlier than August 2

Please discuss your travel arrangements with your host, the AAS, and NSF prior to making your reservation. Any subsequent changes can only be made with NSF's approval and at the fellow's expense – any additional fare collection and change fee will be charged to your credit card. Baggage fees are the fellow's responsibility. Call the airline directly to confirm your reservation, obtain your ticket number, seat assignment, add your frequent flyer number, email and phone number, verify baggage fees and any additional fees.

AdTrav will issue your ticket electronically within 24 hrs of booking. As soon as you receive your itinerary, please forward it to Shannon Owen at the AAS and NSF EAPSI Program.

DO NOT PURCHASE ANY TICKETS ON YOUR OWN; NSF WILL NOT BE ABLE TO REIMBURSE YOU.

Tickets are government-purchased and issued on US carriers according to the Fly America Act: <http://www.tvlon.com/resources/FlyAct.html>

There are designated contract carriers for the US government for specific cities and routes, and AdTrav Travel is required to issue tickets through the designated airlines, if possible.

You must attend the program in its entirety. Late arrival and early departure is not allowed.

You must return to the US by September 30, 2016 (end of US government fiscal year).

Stipend

NSF's US\$5,000 Stipend

An official NSF award letter will be issued to you by the Division of Grants and Agreements. The award notification will include instructions about how to request electronic transfer of the \$5,000 stipend. Additionally, students must participate in the Virtual Pre-Departure Orientation in March-April.

Questions concerning tax liabilities **cannot** be answered by NSF and should be directed to the Internal Revenue Service.

As a recipient of the \$5,000, you must make sure you will not be “double-funded” from NSF or other federal sources. This restriction applies to funding from ANY federal source. Consult your advisor and your fellowship coordinator or contact NSF to verify. For example, if you are a recipient of an NSF-sponsored Graduate Research Fellowship Program (GRFP) award, you should consult with your university's GRFP Coordinating Official and your advisor about whether or not to accept the GRFP stipend or the EAPSI stipend. If you decide to continue to receive a non-EAPSI federal stipend during the Summer Institute period (the typical case), then you will be issued a zero dollar NSF Summer Institute award (i.e., you will not receive the EAPSI stipend). However, you will still receive the airline ticket through the Summer Institute program and in-country living allowance from the Australian Academy of Science.

Living Allowance in Australia

The Australian Government Department of Education and Training will fund a living allowance of AU\$3,500 which will be provided by the AAS to each participant. If participants require the AAS to obtain medical insurance for them, the insurance cost (approximately AU\$160 per month) will be deducted from the AU\$3,500 living allowance. You should check if you are covered by your home institution's insurance policy first. You will be responsible for paying for lodging and meals in your host institution, transportation, and incidental expenses.

You are required to open an Australian bank account with the Commonwealth Bank of Australia. This is done prior to your arrival and your Australian living allowance will be deposited approximately one week prior to the start of the program. Upon arrival, you will need to validate the account before the funds may be accessed.

You should bring at least US\$500 to cover incidental (and any unexpected) expenses until you can access the Academy living allowance. You are advised to exchange at least US\$200 to Australian Dollars at Sydney Airport.

Housing Arrangements

You should ask your host scientist in advance for detailed information about housing facilities and arrangements in the host institution, such as international lodging or dormitories. You must note that some institutions may not have enough housing facilities. You must make payments for the lodging at your host institution according to their rules and procedure.

If you make your own housing arrangement outside of the lodging facilities at the host institution, you need to notify your host institution as soon as possible.

The rental market in Australia is very tight and you need to **make accommodation arrangements as early as possible.**

Insurance

If you do not already have medical insurance that will cover you internationally you may wish to purchase the insurance arranged by the AAS. The insurance will cover doctor's charges, including in-hospital expenses, pharmaceutical costs and emergency ambulance costs. It is possible to get extra coverage that includes dental services, physiotherapy and more. The insurance does not cover pre-existing conditions. Details of the insurance coverage and claims procedure will be provided upon request. The insurance premium (approximately AU\$160 per month) will be deducted from your Australian living allowance.

Important: some of you will be covered by your home institution's insurance policy and will not need to have the AAS arrange medical insurance on your behalf. You should check with your home institution in the first instance. If you are not covered by your home institution's insurance policy, you are strongly advised to ask the AAS to arrange insurance on your behalf. While it is acknowledged that the cost of insurance is expensive, it is a lot cheaper than the cost if you needed medical treatment during your time in Australia, and many of your host institutions will require evidence of insurance being arranged.

Health and Safety

For your general health please consider the following as appropriate:

If you wear eyeglasses or contact lenses, bring an extra pair of glasses or contact lenses with you for backup. You may also wish to bring a copy of your corrective lens prescription in the event you must have glasses made. Don't count on finding your specific brands of eye care products overseas - take them with you.

If you take prescription medications regularly, and will be travelling with prescription drugs, bring a signed script or letter from your physician indicating your medical need(s) for the drug(s) and identify the drug(s) you will possess while travelling. If you require insulin and syringes, or have allergies and require epinephrine pens, you should look into the requirements for international travel with these paraphernalia.

Please consult your personal health care provider about your trip (destination and time abroad). Ask your health provider to review your vaccination record and any other medical needs you might have. You should do this at least four to six weeks prior to departure.

The US Government's Centres for Disease Control and Prevention (CDC) maintain a traveller's Web site with health information and travel advisories; the URL is <http://www.cdc.gov/travel/>

Please review travel safety information and guidelines can be accessed at: http://travel.state.gov/travel/tips/safety/safety_1747.html. A comprehensive set of tips is available at <http://www.tsa.gov/travelers/index.shtm>.

You are also encouraged to register with the US Embassy in Australia at: <http://usembassy-australia.state.gov/embassy/>

III. TRAVEL AND LOGISTICS

Arrival on 6 June 2017

All of the participants in the Summer Program are expected to arrive in Australia on or before 6 June 2017 and stay for the entire duration of the Program (ie, until 2 August 2017).

The AAS **highly recommends arriving in Australia at least a couple of days prior to the official starting date**, if possible. However please note that the cost of accommodation prior to the orientation is not covered by the AAS.

Day to Day Schedule

In the morning of 6 June (if not before) you will need to fly to Canberra where you will stay for the two-day orientation program.

The AAS will provide day-to-day logistic support during the orientation. The orientation program will be held at the office of the AAS.

The summer program schedule is summarised as follows:

6 June: Travel to Canberra, administration details, and informal dinner with other EAPSI Fellows

6-8 June: Cultural visits and scientific lectures

8 June (evening): Depart Canberra for host city

9 June – 2 August: Research experience at host institutions

2 August: Official end of the summer program. Departure from Australia or personal travel.

IV. COMMUNICATING AND REPORTING

It is important to keep all the coordinating agencies abreast of changes in your plans. Please email the following KEY PERSONS should you have problems or have questions:

- NSF EAPSI Program oia-ise-eapsi@nsf.gov
- Ms. Shannon Owen, Australian Academy of Science
Shannon.Owen@science.org.au
- Your host and your US advisor

Australian Academy of Science Report

All participants are required to submit two reports to the AAS. The first report is due 30 days after the completion of the program and the second report is due 12-months after the completion of the program. The report templates will be distributed by email and should be typed and submitted electronically by the due dates.

NSF Final Report

Participants are required to submit NSF Final Report to the NSF East Asia and Pacific Program of NSF via www.research.gov no later than 1 December 2017.

Project Outcomes Report

Participants are required to submit a Project Outcomes Report for the general public via www.research.gov no later than 1 December 2017. Project Outcomes Report serves as a brief summary (200-800 words), prepared specifically for the public, of the nature and outcomes of the project.

V. OTHER USEFUL INFORMATION

1. The fellowship will not be given to the participants if:
 - (a) a false statement is found in the application documents.
 - (b) an applicant's participation is cancelled by the host location.
2. You are strongly encouraged to keep your host researchers/advisors advised of progress in your application status and build mutual expectations about your research plan.

Other useful information can be obtained from the following web sites:
Australian Academy of Science homepage: <http://www.science.org.au>
Australian Consulates in USA: <http://www.dfat.gov.au/missions/>
Australia Consulate General in New York <http://www.australianyc.org/>
Australia Consulate General in Los Angeles
<http://www.austemb.org/Consulates/LosAngeles.htm>

NSF EAPSI Program: http://www.nsf.gov/funding/pgm_summ.jsp?pims_id=5284

VI. POTENTIAL EAPSI HOST INSTITUTIONS

Potential hosts are grouped as follows:

- ❖ Australian Universities
- ❖ Cooperative Research Centres (CRCs)
- ❖ Commonwealth Scientific & Industrial Research Organisation (CSIRO)
- ❖ Australian Museums
- ❖ Australian Medical Research Institutes
- ❖ Other

Please note that this list may not contain information on all Australian research organisations. If you become aware of an organisation which is not listed, please contact the AAS for the information to be updated. Additional institutions may be considered on a case-by-case basis

AUSTRALIA'S UNIVERSITIES

- [Australian Catholic University \(ACU\)](#)
- [Australian National University \(ANU\)](#)
- [Bond University \(Bond\)](#)
- [Central Queensland University \(CQU\)](#)
- [Charles Darwin University \(CDU\)](#)
- [Charles Sturt University \(CSU\)](#)
- [Curtin University of Technology \(Curtin\)](#)
- [Deakin University \(Deakin\)](#)
- [Edith Cowan University \(ECU\)](#)
- [Federation University \(FedUni\)](#)
- [Flinders University \(Flinders\)](#)
- [Griffith University \(Griffith\)](#)
- [James Cook University \(JCU\)](#)
- [La Trobe University \(Latrobe\)](#)
- [Macquarie University \(Macquarie\)](#)
- [Monash University \(Monash\)](#)
- [Murdoch University \(Murdoch\)](#)
- [Queensland University of Technology \(QUT\)](#)
- [RMIT University \(RMIT\)](#)
- [Southern Cross University \(SCU\)](#)
- [Swinburne University of Technology \(Swinburne\)](#)
- [University of Adelaide \(Adelaide\)](#)
- [University of Canberra \(Canberra\)](#)
- [University of Melbourne \(Melbourne\)](#)
- [University of New England \(UNE\)](#)
- [University of New South Wales \(UNSW\)](#)
- [University of Newcastle \(Newcastle\)](#)

- [University of Notre Dame \(UNDA\)](#)
- [University of Queensland \(UQ\)](#)
- [University of South Australia \(UniSA\)](#)
- [University of Southern Queensland \(USQ\)](#)
- [University of Sydney \(Sydney\)](#)
- [University of Tasmania \(UTas\)](#)
- [University of Technology Sydney \(UTS\)](#)
- [University of the Sunshine Coast \(USC\)](#)
- [University of Western Australia \(UWA\)](#)
- [University of Wollongong \(UoW\)](#)
- [Victoria University \(VU\)](#)
- [Western Sydney University](#)

COOPERATIVE RESEARCH CENTRES (CRCs)

Mining and Infrastructure Sector

- [CRC for Alertness, Safety and Productivity](#)
- [CRC for Greenhouse Gas Technologies](#)
- [CRC for Optimising Resource Extraction](#)
- [Deep Exploration Technologies CRC](#)
- [Energy Pipelines CRC](#)

Agriculture Sector

- [CRC for High Integrity Australian Pork](#)
- [CRC for Sheep Industry Innovation](#)
- [Dairy Futures CRC](#)
- [Invasive Animals CRC](#)
- [Plant Biosecurity CRC](#)
- [Poultry CRC](#)

Manufacturing Sector

- [Automotive Australia 2020 CRC](#)
- [CRC for Advanced Composite Structures](#)
- [CRC for Cell Therapy Manufacturing](#)
- [CRC for Polymers](#)
- [DMTC Ltd](#)
- [Rail Manufacturing CRC](#)

Environmental Services Sector

- [Antarctic Climate & Ecosystems \(ACE\) CRC](#)
- [Bushfire and Natural Hazards CRC](#)
- [CRC for Contamination Assessment and Remediation of the Environment \(CARE\)](#)
- [CRC for Space Environment Management](#)

- [CRC for Water Sensitive Cities](#)
- [Low Carbon Living CRC](#)

Medical Services Sector

- [CRC for Aboriginal and Torres Strait Islander Health](#)
- [CRC for Alertness, Safety and Productivity](#)
- [CRC for Cancer Therapeutics](#)
- [CRC for Mental Health](#)
- [Oral Health CRC](#)
- [The CRC for Living with Autism \(Autism CRC\)](#)
- [The HEARing CRC](#)
- [Vision CRC](#)
- [Wound Management Innovation CRC](#)
- [Young and Well CRC](#)

Social and Economic Development Sector

- [Capital Markets CRC](#)
- [CRC for Remote Economic Participation](#)
- [CRC for Spatial Information](#)
- [Data To Decisions CRC](#)

COMMONWEALTH SCIENTIFIC & INDUSTRIAL RESEARCH ORGANISATION (CSIRO) FLAGSHIPS

- [Agriculture](#)
- [Health and Biosecurity](#)
- [Data 61](#)
- [Energy](#)
- [Food and Nutrition](#)
- [Land and Water](#)
- [Manufacturing](#)
- [Mineral Resources](#)
- [Oceans and Atmosphere](#)

AUSTRALIAN MUSEUMS

- [Australian Museum](#)
- [Melbourne Museum](#)
- [Museum and Art Gallery of the Northern Territory](#)
- [National Museum of Australia](#)
- [Queensland Museum](#)
- [South Australian Museum](#)
- [Tasmanian Museum and Art Gallery](#)
- [Western Australia Museum](#)

AUSTRALIAN MEDICAL RESEARCH INSTITUTES

For a full list of Australian Medical Research Institutes, visit the website of the [Association of Australian Medical Research Institutes \(AAMRI\)](#).

AUSTRALIAN STATE HERBARIA

- [Australian National Herbarium](#)
- [Australian Tropical Herbarium](#)
- [National Herbarium of Victoria](#)
- [New South Wales Herbarium](#)
- [Northern Territory Herbarium](#)
- [Queensland Herbarium](#)
- [State Herbarium of South Australia](#)
- [Tasmanian Herbarium \(part of the Tasmanian Museum and Art Gallery\)](#)
- [Western Australian Herbarium](#)

OTHER

- [Australian Antarctic Division](#)
 - [Australian Astronomical Observatory](#)
 - [Australian Institute of Marine Science \(AIMS\)](#)
 - [Australian Nuclear Science and Technology Organisation \(ANSTO\)](#)
 - [Bionics Institute](#)
 - [Geological Survey of New South Wales](#)
- [National ICT Australia](#)