

# International Education Innovation Fund (IEIF) - ASEAN Research Collaboration Project

## 2025 APPLICATION FORM

### APPLICANTS DETAILS

Title	First Name	Surname	You are a citizen or permanent resident of:
Email Address	Contact Number	Current Address	
Date of Birth	Passport Number	Gender	

If successful, do you intend on bringing any accompanying persons? If yes, please specify relationship to applicant only.

Yes

No

Do you have dependent family members and will you require a family allowance?      Number of dependants:

Yes

No

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1. What was the research specialty of your PhD degree? Please also provide details on your PhD: Institution name, Year of graduation and language of delivery (maximum 200 words) Please answer in non-technical, plain English

2. Briefly list career stage, number of publications/reports/patents, significant grants, advisory or service work

3. Please show evidence of a high-level of academic achievement and your research experience relevant to your chosen field of study (maximum 300 words)

## PROPOSED PROJECT DETAILS

4. What shared priority area is the focus of your proposed project?

If "Other", please specify:

5. Please provide a well-defined research project proposal with anticipated outcomes

6. Please detail how this international research opportunity will benefit Australia and ASEAN in your chosen research focus area (maximum 200 words)

7. Which Australian academic institution has agreed to host you if successful?

8. Please provide your proposed start and end dates

(Note: All internships must begin and end in Australia. Any field work outside of Australia (if applicable), must be undertaken prior to the start of the internship in Australia. Please be mindful of visa approval timelines when choosing your starting date.)

9. Please provide detail of the facilities that you expect your project will require

10. Please provide detail of the materials that you expect your project will require (e.g. Online access to academic journals, specific equipment and/or chemicals, their quantities and their estimated costs)

11. If successful, do you agree to work with your supervisor to create a detailed project outline before you commence your internship featuring KPIs and milestones?  
(These will need to be achieved and signed off by your supervisor to receive the final payment of your internship)

Yes

No

12. Please provide details of your host organisation supervisor

Supervisor Name

Supervisor Position

Supervisor Email

Supervisor Phone Number

13. Please provide information on your chosen field of study/research and how it relates to Australia and the ASEAN region (maximum 200 words)

14. Please detail how this research internship opportunity would further your academic and/or professional career. If relevant, include details of any barriers you have previously faced in pursuing international research opportunities (maximum 200 words)

**REFEREE 1 CONTACT DETAILS**

Title                      First Name                      Last Name                      Relationship with applicant

Phone Number                      Email

Referee 1 letter attached

Position                      Organisation

**REFEREE 2 CONTACT DETAILS**

Title                      First Name                      Last Name                      Relationship with applicant

Phone Number                      Email

Referee 2 letter attached

Position                      Organisation

Applicants, please note that applications for the 2025 International Education Innovation Fund (IEIF) – ASEAN Research Collaboration Project will close at **23:59 on 10 April 2025 (AEST)**.

Only applications containing all required supporting documentation will be assessed.

Please include:

1. Applicant Nomination Form by nominated Australian host organisation
2. An English translation if the original document is not in English (This applies to all supporting documentation)
3. Certified copy of citizenship/ permanent residency
4. Certified copy of academic transcripts
5. Two referee letters (from referees listed above)
6. Research CV and list of publications
7. Provide a copy of your current passport
8. Evidence of language suitability (if applicable)

Please send this application form and all supporting documents to [ieif.asean@rmit.edu.au](mailto:ieif.asean@rmit.edu.au)

If you have any queries please contact [ieif.asean@rmit.edu.au](mailto:ieif.asean@rmit.edu.au)

Please note that we will e-mail all successful and unsuccessful applicants regarding the outcome of their application by **2 May 2025**.

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## Privacy Notice

### **Privacy Act 1988**

The IEIF – ASEAN Research Collaboration Project is bound by the provisions of the *Privacy Act 1988* (Privacy Act). Schedule 1 of the Privacy Act outlines the Australian Privacy Principles (APPs), which prescribe the rules for handling and storage of personal information, including sensitive information.

Personal information is defined by section 6 of the Privacy Act as: “information or an opinion about an identified individual, or an individual who is reasonably identifiable:

- (a) whether the information or opinion is true or not, and
- (b) whether the information or opinion is recorded in a material form or not.”

RMIT's full privacy statement can be found here: <https://www.rmit.edu.au/utilities/privacy>

Without collecting your personal information the Asia Trade and Innovation Hub will not be able to process your application. Your Personal information (including sensitive information) provided in relation to applications under the 2025 IEIF – ASEAN Research Collaboration Project will only be used for the following purposes (‘the purposes’):

- Assessing applications, including to determine eligibility
- Administering the 2025 IEIF – ASEAN Research Collaboration Project, including the payment of stipends and allowances, monitoring and evaluation of internships, writing the visa Letter of Support.
- Promoting the IEIF – ASEAN Research Collaboration, including in promotional material, information and publications in hardcopy and/or online, undertaking community engagement.
- Communications, including notifying applicants about whether their applicant has been successful or unsuccessful, congratulating and/or inviting successful recipients to functions and events held in Australia and overseas, any communications with applicants in the course of assessing applications and administering the internships.
- Delivering the post-internship survey for monitoring and evaluation purposes.
- Creation of a final written report with recommendations on conducting similar projects in future, which may be made public on the department’s website.

You are not required to provide sensitive information as part of your application. It is advised that you avoid disclosing sensitive information in your responses. This includes, and is not limited to, the following:

- political opinions and/or membership of a political association;
- philosophical beliefs;
- racial or ethnic origin;
- religious beliefs or affiliations;

- membership of a trade union;
- sexual preferences or practices; and
- health information

Please do not provide sensitive information in your responses.

Your personal information may be disclosed to third parties, including but not limited to:

- Australian Government entities (the Department of Education, the Department of Foreign Affairs and Trade, the Department of Home Affairs, and the Department of Industry, Science and Research).
- Financial institutions
- External photographer/videographer
- Promotional content for the general community

Your personal information may also be disclosed to other parties where you agreed, or where it is otherwise permitted under the Privacy Act.

### **Authorisation and Agreement**

By submitting this application:

- I authorise for my personal information (including sensitive information) provided to the Asia Trade Innovation Hub in relation to applications under the IEIF – ASEAN Research Collaboration Project be used for the purposes and disclosed to the recipients listed as per the 'Privacy Notice', and
- I understand that the ATIH will not provide individual feedback if my application is unsuccessful. I will be provided with generic reasons why many of the IEIF – ASEAN Research Collaboration Project applications do not receive an offer via the ATIH website at the conclusion of the round.

I agree that if I am successful in receiving an offer and accept a 2025 IEIF – ASEAN Research Collaboration Project internship:

- I will provide the ATIH, regular reports on my progress and a final report at the completion of my program
- I will act in a manner befitting a recipient of an IEIF – ASEAN Research Collaboration Project internship
- I will use the funds for the purposes granted
- I will acknowledge the assistance given by the Australian Government in any written reports, publications or publicity

### **Terms and Conditions**

I declare that I have read and understood the Privacy Notice above.

I declare that I have read and understood RMIT's privacy statement

I declare that I have read and understood the Authorisation and Agreement Statement above.

I declare that the contents of my application are true, and I acknowledge that giving false or misleading information is a serious offence under the Criminal Code (Commonwealth).

I would like to opt-out of any promotional or marketing material produced for the ASEAN Research Collaboration Project (This means the ATIH will not use your name, image, background or profile for promoting the Project and you will not be included in these activities. Note that the ATIH will always consult you before including you in promotional materials)

I would like to opt out

I would like to be included in promotional material

Have you read/understood the guidelines of the IEIF – ASEAN Research Collaboration Project? (Please tick)

Yes

By typing or signing your name into the box below, it is considered that all the information in the above application and all attachments are understood, true and correct.

Date