

Appendix I: Policy On The Provision Of Physical Facilities And Resources For Research

1. **Accommodation**
Accommodation provided to Research Students will be appropriate to the discipline, that is secure, ventilated, heated, and lit to ASA standards. Students enrolled part time will be provided with office accommodation on a shared basis.
2. **Access**
Access to buildings will be according to the levels of access provided to staff at each of the University campuses, and will comply with University Occupational Health and Safety Policy. Students will be provided with their own keys.
3. **Furniture**
Offices should include:
 - An ergonomically sound chair as specified by the University's Occupational Health and Safety Policy.
 - Desk
 - Bookshelves.
 - Access to a lockable filing cabinet or appropriate space therein.
4. **Library Support**
Full library services including access to inter-library loans. (Refer to the Library Website for full details of Library Support for Research Students)
5. **Communications**
Access to communications will include:
 - Shared access to an internal phone extension and a reasonable level of free access to a telephone for research related local calls. Permission is required for STD/ISD calls for research related purpose.
 - Shared mailbox and mail out facilities.
 - Operational and regularly serviced photocopier.
 - School stationery, such as School letterhead when necessary
6. **Computer Facilities**
Shared dedicated postgraduate computing facilities will be provided including:
 - computer/work station
 - networked printing,
 - e-mail facilities and an address,
 - Internet and Intranet access,
 - IT support,
 - Commonly used research related software where appropriate.
7. **Amenities**

- Access to staffroom facilities as made available to ACU staff
- Access to washroom facilities as made available to ACU staff.

8. **Additional infrastructure support.**

Any additional support may be provided as appropriate to the individual student's needs as detailed in the Research Proposal for the Confirmation of Candidature and approved by the Head of School.

9. Funding of infrastructure for Research Students by Schools should take into account Weighted Research Student EFTSUs.