

## International Experience Incentive Scheme (IEIS) Policy

<b>Approving authority</b>	Executive Group
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<b>Description</b>	This policy defines the ethos governing the provision of IEIS Travel Grant funds, and reflects the University's objectives for student mobility. It confirms the strategic initiatives to promote internationalisation through student mobility, and provides definition and criteria for the ways in which the funds may be distributed.

### Related documents

[Griffith Global Mobility Policy](#)

[IEIS Travel Grant Operational Guidelines](#)

[Short Term Program and Study Abroad Registration Form](#)

[\[Preamble\]](#) [\[Ethos & Objectives Governing the International Experience Incentive Scheme\]](#) [\[Eligibility\]](#)  
[\[Responsibility\]](#) [\[Monitoring & Evaluation\]](#) [\[Definitions\]](#)

## 1. PREAMBLE

Griffith University established the International Experience Incentive Scheme (IEIS) to develop, promote, support, and assist international study opportunities for students. Since 1997, the Vice Chancellor has provided funds to support IEIS. These funds are managed by the Vice President (Global), through the Griffith Global Mobility office. Funds provide assistance to students participating in the Griffith Exchange Program or in a student mobility program that is supported by Griffith Global Mobility such as: volunteering, global internships, short courses, study tours, placements and research practicums.

## 2. ETHOS & OBJECTIVES GOVERNING THE INTERNATIONAL EXPERIENCE INCENTIVE SCHEME

As indicated in the Griffith Graduate Statement, the Strategic Plan (2013-2017), the Academic Plan (2013-2017), and the Internationalisation Strategy (2014-2017), students are encouraged to complete an international study experience as a part of their degree. The IEIS funding fosters internationalisation by providing financial support to students who take advantage of one or more of the international experiences available to them while they are a student at Griffith University. The aim of the IEIS funds is to:

- Ensure allocation of funds is in keeping with the University's goal of Internationalisation.
- Promote international opportunities to Griffith students.
- Achieve parity with Exchange Partner universities.

- Increase the University's international profile through student mobility by means of exchange with strategic partner institutions, and to develop new partnerships for mutual benefit.
  - Foster strategic international objectives for student mobility.
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### 3. ELIGIBILITY

All students who have been accepted to participate in one of the following programs are eligible to apply for an IEIS Travel Grant:

- Griffith Exchange Program.
- Griffith Global Mobility supported program.

Students must not be in receipt of a grant from a non-school related source such as (e.g. Australian Government Grants), however HDR students on stipend scholarships may be eligible.

Conditions of receiving an IEIS Travel Grant and the level of funding must be in accordance to the IEIS Travel Grant Operational Guidelines, which are developed and reviewed by the Vice President (Global).

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### 4. RESPONSIBILITY

The effective management of the IEIS Travel Grant funds in accordance with University policy is the responsibility of the Vice President (Global).

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### 5. MONITORING & EVALUATION

The awarding of IEIS Travel Grants will be monitored and reviewed annually by the Vice President (Global) and any changes to the policy will be put before the Executive Group for approval.

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### 6. DEFINITIONS

**Student:** A student is a person who has an active enrolment status in a program of Griffith University (for complete definition of an active enrolment status refer to the Student Administration Policy).

**Student mobility:** Any program coordinated, or otherwise supported, by Griffith Global Mobility that involves students undertaking an overseas experience and, if they are an international student, also outside of their home country.

**Study tours:** A credit-bearing course that is created, and led, by an academic staff member and takes place primarily in another country. These opportunities are generally short term in nature and may or may not involve another institutional partner(s) participating in the delivery of the program.

**Global internships:** Overseas work-integrated learning opportunities that positively expose students, to their discipline in a professional context. Interns are usually expected to 'work' (normally unpaid) on-site on a negotiated project at a selected organisation.

**Griffith Global Mobility:** The unit responsible for the administration and management of non-award student mobility to and from the University.

**Placements:** Any form of clinical experience in a health profession that does not form part of an approved program of study and where the person does not hold registration in the health profession in which the clinical training is being undertaken. This might apply, for example, when an overseas student arranges a clinical placement as part of the course requirements set out by the education provider in their home country.

**Research practicums:** Opportunities for students to advance their research knowledge in an overseas setting as a part of their Griffith University degree. These opportunities are generally short

term in nature and may or may not involve an institutional partner participating in the delivery of research experience.

**Short courses:** An outbound short-term study abroad program where fees are paid by the student to a host institution. For the purpose of student mobility a short-term study period is defined as being less than 12 weeks in duration.

**Volunteering:** Programs that enable students to offer their skills and expertise on projects with a community organisation across the world, on a non-paid basis.

**Griffith Exchange Program:** Program of study (at least one trimester and up to one year) undertaken at another University through an exchange agreement between Griffith University and an overseas University.

**International Experience Incentive Scheme (IEIS) Travel Grant:** The IEIS Travel Grant is a financial award paid to eligible Griffith students participating in an outbound mobility program. IEIS grants are awarded in accordance with the IEIS Travel Grant Operational Guidelines.

**Griffith Global Mobility supported program:** Refers to an overseas student mobility program that is supported by Griffith Global Mobility. Supported programs are those in which have been approved by the Global Mobility office and deemed to be of high quality with regard to the planned activities, intended local transport, accommodation, communication networks, fees, refund policies, student support services and procedures for managing emergency situations, and any other relevant safeguards required in accordance with the risk management processes established by the University. Such programs include, but are not limited to, volunteering, global internships, short courses, study tours, placements and research practicums. These programs are separate from the student exchange program and are offered by other elements of the University, overseas institutions or third-party providers. Programs can include those that are offered by another element within the University, an overseas institution or by a third-party provider.

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