

HDR Internship Application Form (Commitment Agreement)

HDR Candidate Details:									
Candidate Name:				Uni. ID	U				
Residency: <input type="checkbox"/> Domestic <input type="checkbox"/> International			Intensity: <input type="checkbox"/> Full-Time <input type="checkbox"/> Part-Time		Program Level: <input type="checkbox"/> MPhil <input type="checkbox"/> PhD				
School / Dept.:				Program Code:					
ANU Primary Supervisor Details:									
Supervisor Name:				Email:					
School / Dept.:				Telephone:					
Industry Host Supervisor Details:									
Supervisor Name:				Email:					
Address:				Telephone:					
Internship Placement Details:									
Research Topic / Title:									
Duties (if known):									
Will research samples or materials be owned / supplied by anyone else?	<input type="checkbox"/> Yes <input type="checkbox"/> No If <u>YES</u> , a written agreement must be completed dealing with intellectual property and / or other matters relevant to the project. (Further information will be provided.) The parties acknowledge that nothing in the Internship Agreement will prevent the Candidate owning the Intellectual Property in their thesis and other assessable work, or submitting it for examination.								
Location of placement (if different to above)									
Dates of internship	FROM:			TO:		Approx Number of Days:			
Clearances required:				Police Check		<input type="checkbox"/> Yes <input type="checkbox"/> No			
				WWVP		<input type="checkbox"/> Yes <input type="checkbox"/> No			
				Other:					

Internship Funding Details:			
Will the placement be providing payment?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not known		
Duration (months):		Value (per annum):	
How will the candidate receive the payment:	<input type="checkbox"/> Via ANU (Top-Up Scholarship – through School / College managed scholarship) <input type="checkbox"/> Direct deposit to the candidate (Salary) <input type="checkbox"/> Not known <input type="checkbox"/> Other: please specify		

Eligibility Checklist:	
Satisfactory completion of “Thesis Review Proposal” (TPR) milestone:	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not completed - Due date: _____
Milestones up-to-date and demonstrating satisfactory progress:	<input type="checkbox"/> Yes <input type="checkbox"/> No
Currently active in program: <i>(i.e. have NOT submitted thesis for examination)</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No
Checked visa conditions: <i>(if applicable)</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Checked current scholarship conditions: <i>(if applicable)</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Discussed proposed placement and dates with Primary Supervisor:	<input type="checkbox"/> Yes <input type="checkbox"/> No

Following approval the Industry Partner (Host), ANU and the candidate will facilitate a work placement (Internship Agreement) between the Host and the Candidate. This will include the following terms:

- (a) Project description, Research and Development activities;
- (b) Intellectual Property ownership and licence terms;
- (c) Work, Health and Safety requirements;
- (d) Ethics approvals; and/or
- (e) Any other relevant matters.

By signing this document, the industry host are confirming the appropriate resources, infrastructure and insurance (public liability) are available in the internship placement location detailed above.

Approval: (following approval this document forms a Commitment Agreement)		
HDR Candidate Name:	Signature:	Date:
Industry Partner Supervisor (Host) Name:	Signature:	Date:
ANU Primary Supervisor Name:	Signature:	Date:
Delegated Authority Name:	Signature:	Date: