Request form: CASE agreement for an E4 DTP CASE Studentship

For internal use only. Please complete the cells highlighted in yellow.

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Requested by | Stephanie Robin | | | | | | | |
| Date of request |  | | | | | | | |
| School / Institute | GeoSciences | | | | | | | |
| PI / Academic Supervisor |  | | | | | | | |
| Company Supervisor |  | | | | | | | |
| Type of studentship agreement required | UoE template  Company template (attached for review) | | | | | | | |
| STUDENTSHIP INFORMATION | | | | | | | | |
| Student’s details | Name:  UoE address:  Email: | | |  | | | | |
| Project title |  | | | | | | | |
| Project period | PhD start date:  PhD end date: | |  | | | | | |
| Project description | Attached (to be appended to studentship agreement) | | | | | | | |
| Other contracting party/parties | Full company name:  Address:  Company registration number: | | | |  | | | |
| Due diligence checks carried on Company? | Yes / No | | | | | | | |
| Company contact details  (if different from above) | Name:  Address:  Email: | |  | | | | | |
| This is studentship part of a specific CDT / DTP? | If yes please give details: NERC E4 DTP | | | | | | | |
| INTELLECTUAL PROPERTY | | | | | | | | |
| What IP ownership arrangements have been agreed with the Company? | *(if the company does not have IP specifications then the default UoE IP policy will apply – i.e. transfer of the IP to the University)* | | | | | | | |
| Is a student assignation & confidentiality agreement required? | Yes | | | | | | | |
| COMPANY PLACEMENT | | | | | | | | |
| Please give details of any Company placement, including duration and timing. | A 3-month placement minimum will be hosted by the company at their premises. | | | | | | | |
| FINANCIAL INFORMATION | | | | | | | | |
| Funding sources and amounts:  1. Research Council  2. Company  3. Other  *As applicable* | |  |  | | --- | --- | | Name | Funding amount £ | | 1. Stipend/fees/Research Costs for 3.5 years | Approx.. £75k | | 2. |  | | 3. |  | | Total Funding amount |  | | | | | | | | |
| Breakdown of Company funding  (Company invoicing is normally annually in advance, with the first instalment payable on execution of the studentship agreement) | Category | Total £ | | | Payment date | Payment date | Payment date | Payment date |
| Stipend |  | | |  |  |  |  |
| Bench fees |  | | |  |  |  |  |
| Consumables |  | | |  |  |  |  |
| RTSG |  | | |  |  |  |  |
| Other (specify) |  | | |  |  |  |  |
| Company invoicing contact details (if different from above) | Name:  Address:  Email: |  | | | | | | |
| Please provide details of any Company In-kind contribution |  | | | | | | | |
| Research Funding Specialist | Name:  Email: |  | | | | | | |
| Worktribe number |  | | | | | | | |
| Other attached documents | e.g. Heads of terms | | | | | | | |
| Award letter | Attached | | | | | | | |
| Any other relevant background information |  | | | | | | | |
| Is there a specific date when the studentship agreement *must* be in place? (Please give a specific date not “ASAP” and provide supporting information for “Urgent”) |  | | | | | | | |
| Is this a new company / studentship, or have they entered onto a studentship agreement with the University before? i.e. is there a previously agreed studentship we can use? |  | | | | | | | |