

APPLICATION FOR LEAVE TO TAKE UP A SUMMER INTERN POSITION

Please complete all parts of this form, get your supervisor’s statement of support and return it to Sarah Retz-Jones (graduate.studies@cs.ox.ac.uk) for DGS approval. Requests must be submitted well in advance of the internship.

1. Student Details

Name..... College.....

Research Group..... Supervisor.....

How are you funded.....

Date started DPhil.....Thesis submission date

You are required to apply to suspend status to take up this internship although this can be done retrospectively after the internship. Failure to suspend means that an extension is unlikely to be approved if you are unable to submit on time.

Please contact graduate.studies@cs.ox.ac.uk should you have concern over IP or liability in any contracts that you have been provided with.

Signed..... Date.....

2. Details of Summer Internship

Employer / Supervisor.....

Address.....

Dates of Internship.....

Nature of work

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Will the outcome be incorporated into the student’s thesis: Yes/No/Don’t know yet

3. Supporting case by supervisor. Please indicate how relevant this internship is to the DPhil. please continue on separate sheet if necessary or email graduate.studies@cs.ox.ac.uk

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DGS Approval.....Date.....