

## DEED POLL

Dear Student,

Commencement of the project is subject to you signing and returning the Deed Poll attached to this letter. You must sign the bottom of the page **and** will need an independent adult witness over the age of 18 to sign next to your signature.

We ask that you pay particular attention to the following matters:

- Policies.** You are required to comply with all the University's policies and rules, which are available on our website at <http://sydney.edu.au/policies>.
- Confidentiality.** You are required to keep all confidential information of the University and the industry partner strictly confidential and must not deal with it in any way that might prejudice its confidentiality.
- Publications.** You are not permitted to publish any material arising out of your project unless you have the written consent of your University supervisor. This is to ensure your compliance with any confidentiality requirements or other University obligations connected with the project.
- Intellectual property.** As part of the terms of the project, you will need to licence to the University your rights in any intellectual property (IP) created by you in the course of the project. This is required so that such IP can be licensed by the University to the Industry partner. This is a precondition of your participation.
- Use of submitted work for course evaluation and education purposes.** Work you submit through Canvas may be reviewed by University staff for course evaluation and continuous improvement. Your submitted work may also be used for education purposes, such as providing students with examples of past work, or for allowing development of student ideas in future projects.

Under the University's *Intellectual Property Policy 2016*, you must be given a reasonable opportunity to review this letter and the Deed Poll before responding to the offer to undertake the project. You may choose to access legal advice including through the Student Representative Council. Please consider the acknowledgments in the Deed carefully and ask your Supervisor or faculty advisors for more information if required. The University cannot give legal advice, but can provide you with further information about the relevant Industry partner or instructions about how to sign.

We wish you all the best with your project.

## Student Deed Poll

TO: The University of Sydney ABN 15 211 513 464 (“University”)

**Name of Student:** \_\_\_\_\_  
**Student ID Number:** \_\_\_\_\_  
**Address:** \_\_\_\_\_  
**Project Unit of Study:** \_\_\_\_\_  
**Provider and Project Name:** \_\_\_\_\_

By signing this Deed, I agree to conduct the above unit of study in accordance with all the relevant rules and policies of the University and any directions given to me by my University Project Supervisor.

I hereby grant the University a free, perpetual licence (including right to sub-license) to use, reproduce and develop all right, title and interest in any intellectual property (including present and future copyright, trade marks, designs, know-how, patent rights and confidential information) created by me in connection with the project, either alone or in collaboration with others.

I understand that this use may include use of submitted work for education purposes, such as providing students with examples of past work, or for allowing development of existing work in future projects; and for course evaluation purposes. The results of course evaluation research may be published but no identifying student information will be included in any publication.

I agree:

- a) to take all action necessary to maintain the secrecy of all information relating to the unit of study that is designated as or is by its nature confidential (excluding information which is in or becomes part of the public domain other than through a breach of confidentiality), and to only use such confidential information as part of the unit of study or as otherwise directed by the University Supervisor;
- b) not to publish any information or results from the unit of study, including any scholarly work, without prior written approval of my University Supervisor. I acknowledge the University may delay or withhold approval to publish in order to comply with its contractual obligations and/or to protect confidential information;
- c) not to copy or reproduce confidential information (regardless of the form in which it is recorded) without the prior written approval of the Industry partner, unless necessary for the project;
- d) to immediately upon the industry partner’s request, return the confidential information and return, destroy or erase all documents and materials containing the confidential information.

I have been given a reasonable period of time to review this Deed and all related documentation and seek appropriate advice (including legal advice) in relation to its terms. In addition, by signing this Deed I confirm that I am aware of and I understand my legal obligations under this Deed and I enter into this Deed of my own free will.

**Executed as a deed by me and delivered on the date shown below:**

**In the presence of:**

.....  
Signature of Student

.....  
Signature of Witness

.....  
Name of Student

.....  
Name of Witness

.....  
Date