

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 Project 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 licence is required so that the University can use your submitted work for the purposes described in the Deed Poll. It is also required so the University can sub-license such IP to the industry partner for their internal business purposes only, and not for commercial exploitation. This licence is a precondition of your participation in the project.
- ☐ **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")

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|--------------------|--|
| Name of student: | |
| Student ID Number: | |
| Address: | |
| Project name: | |
| Industry Partner: | |

I acknowledge that as part of my participation in an Industry and Community Project Unit I will be undertaking the above project with the involvement of the industry partner. By signing this Student Deed Poll (**Deed**):

Conduct of the Project

- a) I agree to conduct the above project in accordance with all the relevant rules and policies of the University and any directions give to me by my University Project Supervisor.

Licence of Intellectual Property

- b) I grant the University a free, perpetual licence (including a right to sub-licence) 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, either alone or in collaboration with others, in connection with the project (**Project IP**).
- c) I acknowledge the University will grant the industry partner a free, perpetual, non-exclusive, non sub-licensable licence to use the Project IP solely for its internal business purposes and not for commercial exploitation.
- d) I acknowledge that use by the University 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.

Confidential information

- e) I agree to take all action necessary to maintain the secrecy of all information relating to the project 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 project or as otherwise directed by the University Project Supervisor.
- f) I will not publish any information or results from the project, including any scholarly work, without prior written approval of my University Project 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.
- g) I will not 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.
- h) I agree 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.

General

- i) I acknowledge 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.
- j) I confirm that I understand my legal obligations under this Deed and I enter into it voluntarily.
- k) I agree to the University sharing a copy of this Deed signed by me to the industry partner if requested by the industry partner.
- l) I also agree to the University providing my full name and student identification number to the industry partner for the purpose of administering the project and including in my final report shared with them.

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

In the presence of:

.....
Signature of Student

.....
Signature of Witness

.....
Date

.....
Name of Witness