



**MEMORANDUM OF UNDERSTANDING
BETWEEN EXTERNAL INSTITUTION SUPPORTING RESEARCH of CANDIDATE
AND SUPERVISING QUT FACULTY**

[Please complete all details in BLOCK PRINTING]

I _____ (name and position) on behalf of _____ (Organisation name) agree to support the research studies of the following candidate:

Student Name: _____ Research Centre (if applicable): _____

School of _____ in the Faculty of _____

I am aware of the candidate's research topic and believe we can meet the expectations of the candidate in terms of time and resources required from _____ (External section/department) to support their research studies.

My contact address is:

Daytime Phone Number:

Email:

_____ agrees to provide the following (please attach further details for clarification and/or amend points listed below as appropriate)

1. A resource person for the student to refer to for assistance or advice
2. Access to documents/materials relevant to the research study as agreed
3. Access to staff and/or clients of the organisation for data collection purposes
4. Access to staff and/or clients of the organisation to support research activities as required
5. Advice and support to student in addressing local library facilities as required (see the QUT Library External Services Guide: <http://www.library.qut.edu.au/services/externals.jsp>)
6. Other (please attach details as required) _____

The organisation is committed to supporting the candidate in undertaking the required studies and activities to support the timely completion of required research.

I have kept a copy of this memorandum of understanding for my personal records.

Organisational Stamp, and

Signature of External Organisation Representative

Date:

Signature of Head of School/Director of Centre/Nominee
(if required by the Faculty)

Date:

Signature of Postgraduate Course Coordinator (as required)

Date:

Signature of Chair, Faculty Research Committee

Date:

Endorsed by the Research Degrees Committee

Date: