

Funding Declaration & Consent Form for MIA Internship Programme

Please note that students who wish to apply for funding support must complete this form and submit it to MIA Programme Unit by uploading your application on IVLE at OTH997 - **PP5911 MIA Capstone Proj – Internship Application**.

PART A: STUDENT'S PARTICULARS

Student Name	:	
Programme Name	:	
Intake (e.g 2017-2019)	:	
Matriculation No	:	
Email Address	:	
Contact No.	:	

PART B: AGREEMENT TO SUBMIT DELIVERABLES REQUIRED (PLEASE READ AND ACKNOWLEDGE)

1.	<p>By signing this form, I agree to submit the following deliverables at the end of my internship:</p> <ul style="list-style-type: none"> a) A write-up on my internship experience b) 3 high-resolution photos featuring highlights of my internship c) Completed feedback form with signature from my internship supervisor <p>I understand that if my application for funding support is successful, the fund will transfer to me in two tranches. The first tranche would be processed before the start of the internship, subject to MIA Programme Unit receiving all the necessary supporting documents. The second tranches would be processed when I have submitted all deliverables stated herein to MIA Programme Unit, Academic Affairs (AA). For every tranche, AA will then submit my application to the Finance Department, who will require at least 30 days to process the fund transfer to me.</p>
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PART C: AGREEMENT TO OTHER TERMS & CONDITIONS

2	<p>By signing this form, I hereby give consent to the School to use item the write-up on my internship experience and the photos featuring highlights of my internship on the School's website and any other marketing collaterals or platforms as the School may deem suitable.</p> <p>I also agree to liaise with and obtain the necessary clearance from my internship employer for items 1a and b before I submit them to the School.</p> <p>I agree to be featured in any marketing collateral or platforms (e.g. social media) should the School be keen to produce any feature stories/interviews/coverage on my internship. I also give consent for LKY School Career Services to share my contact details and personal information to other departments within the School for the mentioned purpose.</p>
3	<p>I understand that funding awarded to me can be withdrawn and/or clawed by the school under the following circumstances:</p> <ul style="list-style-type: none"> • If my internship is terminated prematurely either on my own or by the organisation • If my internship supervisor indicated that my work performance during the internship is unsatisfactory • If I fail to submit the deliverables (items 1a–c) mentioned herein after my internship • If I cease to be a full-time student enrolled in a Master degree programme at the Lee Kuan Yew School of Public Policy

Name and Signature of Student

Date