# Schedule

| **Item** | **Details** |
| --- | --- |
|  | **APR Facilitator** | **APR Facilitator** Name: *APR Intern to complete* Position: Email: Phone: **BD Assigned** Name: *APR Intern to complete* Position: Email: Phone**APR.Intern head office address:** Level 2, 13-21 Bedford Street, North Melbourne VIC 3051 |
|  | **Intern** | Name: Email: Mobile: Address: Student VISA: Student ID: Degree Type: Full-Time Equivalency (FTE):  |
|  | **Student Institution** | Institution Name: ABN: Postal Address: Department/School: Finance Contact: Email: Phone: Legal Contact: Email: Phone: Scholarship Contact: Email: Phone:  |
|  | **Academic Mentor** | Name: Email: Phone: Institution: Department/School: Primary Supervisor Name: Email: Phone: Institution: Department/School:  |
|  | **Industry Partner** | Company Name: ABN: Address: Intern SupervisorName: Title: Department: Email: Phone: Executive Contact Name: Title: Department: Email: Phone: Finance Contact Name: Title: Department: Email: Phone:  |
|  | **Project Title** | Please limit to 150 characters |
|  | **Project Duration** | Insert Number 3-5 Months  |
|  | **Start Date** | Date the student will start their internship; please allow at least 2 weeks lead time to allow for signatures. ORNext business day following date of contract execution  |
|  | **End Date** | Date the student will conclude their internship |
|  | **Hours per week** | Daily Work Pattern – outline The Intern will attend the Industry Partner’s offices to complete the internship as outlined in the Project Plan from Monday to Friday during regular business hours (9am – 5pm) for the duration of the internship. Time will be allocated so that the Intern will be able to meet with their Academic Mentor on a regular basis.  |
|  | **Industry Contribution** | ***DELETE THE MODEL OPTION THAT IS NOT APPLICABLE*** **Standard Finance Model**Industry Partner to be invoiced by AMSI a total of Total Cost of Internship plus GST. AMSI is to raise this invoice within five working days of this agreement being executed. **External Funding Model** External Funding Partner (External Funding Partner Name) to be invoiced by AMSI a total of $XX,000 plus GST. AMSI to raise this invoice within five working days of this agreement being executed.  |
|  | **Transfer of funds between Student Institution and AMSI** | Student Institution to invoice AMSI a total of Intern Payment Total + Academic Mentor Payment plus GST. Invoice to be raised upon execution of this agreement. The Student Institution is to disburse: * Intern Payment Total being for the Student’s Stipend at the rate of $3,000 per month for the duration of the internship
* Academic Mentor Payment being for the Academic Mentor fee to be paid to the Academic Mentor’s research account
 |
|  | **External Funding Contribution** (if applicable) | **DELETE THE OPTION(S) THAT IS/ARE NOT APPLICABLE** **NRIP 50% Rebate** The Industry Partner to invoice AMSI Total Cost of Internship ÷ 2 plus GST, being for 50% of the Industry Contribution for the internship. This invoice is to be raised upon completion of the following criteria and following confirmation by APR Intern: * Internship has reached its End Date
* Industry Impact Statement received by APR Intern, as outlined in the Project Plan
* All invoice(s) are settled
* Final report, approved by the Industry Partner, submitted to APR Intern, as outlined in the Project Plan

**Defence Science Institute (DSI) Voucher** AMSI to invoice DSI the amount of $10,000 plus GST which will be put towards the Industry Contribution for the internship. The Industry Partner is to demonstrate at the Final Presentation the Defence application as outlined in DSI eligibility criteria.**Defence Innovation Network (DIN) Voucher** AMSI to invoice DIN the amount of $10,000 plus GST which will be put towards the Industry Contribution for the internship. The Industry Partner is to demonstrate at the Final Presentation the Defence application as outlined in DIN eligibility criteria. |
|  | **Reimbursable expenses**(if any agreed) |  |
|  | **Register of Background Intellectual Property contributed to the Project**(if applicable) |  |
|  | **Special Conditions** (if any) |  |