INSTRUCTIONS

Commencement of the Unit of Study 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 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](http://sydney.edu.au/policies).

- **Confidentiality.** You are required to keep all confidential information of the University and the Parliament of New South Wales 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 the Unit of Study 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 Parliament of New South Wales.

- **Intellectual property.** As part of the terms of the placement, you will need to assign to the University your rights in any intellectual property (IP) created by you in the course of the Unit of Study. This is required so that such IP can be assigned by the University to the Parliament of New South Wales. This is a precondition of your participation.

Under the University's IP Rule, you have a reasonable opportunity to review this letter and the Deed Poll before responding to the offer to undertake the placement. You may choose to access legal advice including through the Student Representative Council. Please consider the acknowledgements 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 placement or instructions about how to sign.
Student Deed Poll

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

Name of Student: _____________________________________________________________

Address:  ..................................................................................................................

Unit of Study: Independent Project Unit with NSW Parliament [INDP3000/LAWS3508/LAWS5208]

University Supervisor: Dr Amanda Elliot and Dr Scott Grattan

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 Supervisor as named above.

I hereby assign to the University of Sydney 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 the course of undertaking the Unit of Study, either alone or in collaboration with others.

I acknowledge that I will receive a free, non-transferable, non-exclusive licence back to use such intellectual property rights for the purposes of undertaking the Unit of Study and for completion of my course requirements, subject at all times to the confidentiality obligations below.

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 placement provider, unless necessary for the Unit of Study;

d) to immediately upon the external 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:

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Signature of Student                           Signature of Witness

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Date                                           Name of Witness

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