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| **Projects:admin:Pictures & Logos:CIRMMT Logos:CIRMMT logo BLACK_ENG final [Mar12].pdf** | **APPLICATION FOR**  **INTER-CENTRE RESEARCH EXCHANGE FUNDING** |
| **LETTER FROM HOST INSTITUTION**  **(Please use this template on host institution letterhead)** | |

[HOST INSTITUTION ADDRESS]

CIRMMT Director

527 Sherbrooke Street West,

Montreal, QC

H3A 1E3

Canada

**Re: Inter-Centre Exchange for [STUDENT NAME]**

Dear [CIRMMT DIRECTOR]

The [LAB, UNIVERSITY NAME] agrees to host [STUDENT NAME] as a visiting graduate researcher from [DATES] to [DATES].

For the duration of the exchange, [STUDENT NAME] will be supervised by [NAME(S), TITLE(S)] in [PURPOSE OF RESEARCH].

I confirm that they will be integrated into a research team and will be provided the necessary support to carry out their research at [LAB, UNIVERSITY NAME], including access to the appropriate laboratories, facilities and research resources for the duration of their internship.

Travel, lodging, subsistence and health insurance expenses are the responsibility of the home institution and/or the student researcher, with no financial obligation on the part of the institution that is receiving the researcher.

This residency is for research purposes only and will not be counted as course credit towards a doctoral degree.

Each institution agrees not to use the other’s name or logo in publicity without written consent from the senior executive of the other institution or their designate.

The Intellectual Property policies in place at each institution will apply to the activities initiated and implemented by the respective researchers.

Sincerely,

[HOST INSITUTION SIGNATURE]