Deploying research
Sharing science
Transforming the future

Occitanie Regional Delegation
Human Resources Department
Students, Partners and Trainees Office (PEPS)
911, avenue Agropolis – BP 64501 – 34394 Montpellier Cedex 5
Contact : Julie PUJET - +33 (0)4 67 41 64 45 - peps.dr-occitanie@ird.fr

Declaration of reception of a PhD student or researcher with a grant (excluding IRD scheme)

This form is to be completed by the PhD student or researcher and sent to PEPS ***by the structure at least 4 weeks before the arrival date (except in special cases: 8 weeks)***

☐ Initial request ☐ Extension

SCHOLARSHIP RECIPIENT *(insert to be completed by the PhD student or researcher)*

Name First name(s)

Date of birth Place of birth

Nationality

Mail Phone number *(in France)*

Status

☐ Scholarship eligible for CSR:

☐ Scholarship not eligible for CSR, specify funding:

Description of research project:

Start date of stay(*): End date of stay(*):

Person to contact in case of accident: Name

Phone number

HOST STRUCTURE *(insert to complete by the structure)*

Host structure's name

Supervisor's name ☐ IRD ☐ Not IRD

Date

Signature of supervisor **Stamp and signature of host director**

(*) dates must correspond to those indicated in the grant certificate

Required attachments:

- The commitment to confidentiality
- ***A PDF file containing***: certificate of civil liability insurance + certificate of health insurance + certificate of scholarship (with dates and amount awarded) + last diploma + certificate of schooling *(if applicable)* + CV + research project + passport
- The Application form for card allocation (canteen/rooms)
- The Research host agreement **Cerfa 16079*03** *(if applicable)*
- The Visa or residence permit *(once issued)*

For your information:
The French National Research Institute for Sustainable Development (IRD) processes your personal data in this context. This processing is based on the performance of IRD's public interest mission. For further information: ***https://www.ird.fr/politique-de-protection-des-donnees-personnelles***