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| Student Request to Visit External University |

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| Student Name | |  | | | Employee ID |  |
| College | |  | | | Department |  |
| Persons Travelling with Student: | | | | | | |
| Escort | |  | | | Relationship |  |
| Child | |  | | | Age |  |
| Child | |  | | | Age |  |
| Child | |  | | | Age |  |
| Child | |  | | | Age |  |
| External University Name | |  | | | Date of Visit: | (dd/mm/yyyy) G |
| City | |  | | | from |  |
| Country | |  | | | to |  |
| Visit coincides with the Internal Supervisor’s visit:  Yes  No | | | | | | |
| Purpose of Visit:*(check all that apply)* | | | | | | |
|  | Registration/Enrollment | |  | Present and discuss research results with the External Supervisor only | | |
|  | Orientation training | |
|  | Thesis submission | |  | Present and discuss research results with both the External and Internal Supervisor | | |
|  | Dissertation defense (viva) | |
|  | Other purpose *(please specify)*: | |  | Visit labs to learn new techniques or perform experiments | | |

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| **To the General Director of EJSP,**  Kindly approve my request to visit the above-mentioned University within the supervisory framework of the External Joint Supervision Program. **Should there be any changes I will inform EJSP administration immediately to avoid any penalties.**  **Sincerely,**     |  |  | | --- | --- | | Date: | Student Signature: | | External Supervisor: | External Supervisor Signature: | |

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| **For Official Use:** | **Itinerary:** |  | | | |
| Previous Visits | Count |  | Item | Pending | Completed |
| since study start |  |  | Previous Student Visit Report |  |  |
| during current study year |  |  | Bi-annual Progress Report of |  |  |
| Last visit of | Date |  | Student |  |  |
| Student |  |  | External Supervisor |  |  |
| External Supervisor to KSU |  |  | Internal Supervisor |  |  |