

## Detached Duty Conditions

Students planning to apply for detached duty status must be in good academic standing and have the support of their research advisor. Eligibility requirements include being in the advanced stages of the PhD program, having advanced to candidacy and completed residency requirements prior to moving to the host institution.

It is understood that students will receive their doctoral degree from Caltech upon the completion of their research and degree requirements, having completed the majority of their studies at Caltech. The student will maintain a faculty advisor (advisor of record) at Caltech who is responsible for monitoring the student's academic progress while on detached duty.

These conditions apply to students currently enrolled at Caltech and who will be on detached duty from Caltech while they continue research at a host university or institution.

The Student understands and agrees as follows:

- An enrolled degree-seeking student at Caltech will not be awarded a degree from the host institution.
- The student is responsible for maintaining good academic standing, including having a current and approved detached duty petition on file and extended registration permission with an approved plan for degree completion (if enrolled for 24 or more terms).
- The student will enroll for at least 36 units of research each term at Caltech.
- The student must maintain satisfactory academic progress according to Caltech guidelines.
- The student is subject to the degree requirements and policies of Caltech.
- The student is also subject to the policies of the host institution and the representations provided in any separate student agreement with the host institution.
- It is the student's responsibility to maintain legal immigration status, if international.
- Enrolled students on detached duty are eligible for Caltech's health insurance, but those students wishing to arrange for health care through the host institution must obtain a waiver from Caltech's insurance; the student is responsible for paying related fees or premiums.
- The student is responsible for maintaining good financial standing, making arrangements for payment of any outstanding Bursar balances, and for loan repayment.
- The student is responsible, in consultation with their advisor, for arranging financial support while they are on detached duty.
- The student is responsible for any taxes on earnings paid through Caltech, and subject to any relevant taxes from the host country if overseas.

Caltech agrees as follows:

- Caltech will waive the student's tuition and related mandatory fees.
- Caltech will monitor the student's academic progress and verify degree completion requirements. Caltech will inform the host institution of any concerns with the student's progress or other substantial behavioral concerns.
- Upon the student's satisfactory completion of a thesis and related examination, Caltech will confer the degree at the annual commencement ceremony.

The Caltech Advisor agrees as follows:

- The advisor will oversee the student's research program and monitor academic progress.
- The advisor will submit grade reports to the Caltech Registrar for each term that the student is enrolled.
- The advisor will notify Caltech of any changes in status or failure of the student to make satisfactory progress.

The Host Institution agrees as follows:

- The host institution is responsible for providing a safe work environment and acceptable working conditions.
- The host institution will allow the student to be eligible to enroll in a health care plan.
- The host institution will extend applicable student privileges, including but not limited to access to housing (if available), athletic facilities, academic resources such as libraries, information technology, and health and counseling services.

Intellectual Property

The student will sign an appropriate patent agreement and computer software agreement, which protects Caltech and host institution's interests as applicable and agreed to by Caltech and the host institution.

This Agreement will expire upon the termination of the student appointment at Caltech or the host institution.