

## Detached Duty Conditions

These conditions apply to students currently enrolled at Caltech and who will be on detached duty from Caltech while they continue research at a hosting university or institution. It is contemplated that students will receive their doctoral degree from Caltech upon the completion of their research and degree requirements. The student will have a faculty advisor (advisor of record) at Caltech who is responsible for monitoring the student's academic progress while on detached duty. Students who are in the advanced stages of their study and plan to complete their graduate studies while on detached duty should have completed their residency requirements and advanced to candidacy prior to moving to the host institution.

- I. The student understands and agrees as follows:
  - A. An enrolled degree-seeking student at Caltech will not be awarded a degree from the hosting institution.
  - B. The student is subject to the degree requirements and policies of Caltech.
  - C. The student is subject to the policies of the hosting institution and the representations provided in any separate student agreement with the hosting institution.
  - D. The student will enroll for at least 36 units of research each term at Caltech.
  - E. It is the student's responsibility to maintain her/his legal immigration status.
  - F. It is the student's responsibility to arrange for health care through the hosting Institution and obtain a waiver from Caltech's insurance or vice versa; the student is responsible for paying related fees or premiums.
  - G. The student is responsible for maintaining good standing with the Caltech Bursar, making arrangements for payment of any outstanding balances prior to the change in status, and for loan repayment (if applicable).
  - H. The student is responsible for maintaining good academic standing, including having a current and approved detached duty petition, extended registration permission, and plan for degree completion if requested.
  - I. The student must maintain satisfactory academic progress according to Caltech guidelines.
  - J. The student is responsible, in consultation with their advisor, for arranging financial support while they are on detached duty.
  - K. The student is responsible for any taxes on earnings paid through Caltech, and subject to any relevant taxes from the host country if overseas.

- II. Caltech agrees as follows:
  - A. Caltech will waive the student's tuition and related mandatory fees.
  - B. Caltech will monitor the student's academic progress and verify degree completion requirements. Caltech will inform the hosting institution of any concerns with the student's progress or other substantial behavioral concerns.
  - C. Upon the student's satisfactory completion of a thesis and related examination, and all appropriate forms, Caltech will confer the degree at the annual commencement ceremony.
- III. The Faculty Advisor agrees as follows:
  - A. The faculty member will oversee the student's research program and monitor academic progress.
  - B. The faculty member will submit grade reports to the Caltech Registrar for each term that the student is enrolled.
  - C. The faculty member will notify Caltech of any changes in status or failure of the student to make satisfactory progress.
- IV. The hosting institution agrees as follows:
  - A. The hosting institution is responsible for providing a safe work environment and acceptable working conditions.
  - B. The hosting institution will allow the student to be eligible to enroll in their health care plan.
  - C. The hosting 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.
- V. Intellectual Property
  - A. The student will sign an appropriate patent agreement which protects Caltech and hosting institution's interests as applicable and agreed to by Caltech and the hosting institution.
- VI. This Agreement will expire on the termination of the student appointments at Caltech or the hosting institution.