2025 RIKEN R-CCS International
HPC Computational Science Internship Program
Notice of acceptance and instructions for necessary procedures

To: Dorian Rolland
        CY Tech / CY Cergy University

From: Kengo Nakajima
        Deputy Director, RIKEN Center for Computational Science

        Yutaka Hara
        Director, Computational Science Promotion Office, RIKEN Kobe Branch

Date: December 16, 2024

Thank you for applying for our internship program. We are glad to inform you that you have been accepted as an intern candidate at the Computational Molecular Science Research Team (Team Leader Dr.Nakajima)

All of us at R-CCS, including the research teams and administrative staff, look forward to your participation in the program.

Before you start your internship, kindly confirm the attachments. We kindly request the submission of the required documents outlined in the attachments:

Attachments:
1. Timeline of the internship program
2. Document list for internship candidates
3. Forms

Please note the following:
・ First upload your 1. (Form 1) official letter of request, 2. (Form 2) CV Summary (Registration) 1&2 sheets, and Copy of passport to https://riken-share.ent.box.com/f/7272104e815645988fcd14dcc652ce86 as soon as they are available. You may take time to get Form 1 issued by your academic institution, so prepare Form 1 urgently. Kindly inform the Internship Hosting Desk of the estimated time required for the letter of request.
・ Contact the team (PI& team/unit assistant) and create (Form 4) Internship Program Plan (Check the email CC from the Internship Hosting Desk).
・ Promptly upload other required documents as soon as they become available.
・ Once we receive all the documents, we will begin the appointment paperwork. We need to complete it all to accept you as an intern in the program officially. Also, your internship may not be able to be conducted when there are any problems with schedule adjustments between you and the host team, VISA issues, etc. Please understand this beforehand.

If you have any questions, please contact the Internship Hosting Desk.

Internship Hosting Desk: Computational Science Promotion Office
Located in RIKEN Center for Computational Science
Email: r-ccs-internship@ml.riken.jp