**ANNEX B - Academic International Links Form**

Please provide in the table below information about the international (EU and beyond) links you have, either formal or informal. Formal international links are those which involve any form of contract - memoranda of understanding or agreement or any other form of contract which binds the University of Southampton. Informal links are those which are not subject to contract but in which you are engaged for joint research, as a visiting academic or other relevant activity. Please add further rows as necessary. This page should be returned with your PPDR through the line management chain.

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| **Country** | **Institution** | **Southampton Faculty / AU and Southampton Contact**  **(i.e. job holder)** | **International**  **Contact** | **Nature of Link**  **(Please state whether formal or informal)** | **Date commenced\*** | **Expiry Date\*** | **Comments / Updates** | | **Printed copy of formal agreement**  **Y / N** | **Location of any formal agreement, i.e. AU, Int. Office** |
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**What will happen to the information you provide?** In the first case of formal links, the PVC International is required on an annual basis to report to Council on formal links which are with international partners, involving education, research or other activity. Under the QAA guidelines the University is required to make its formal links publically available. Informal links will be used only to fill out the picture of internationalisation across the University and to inform on the spread and strength of all kinds of links with particular partner institutions or potential partners. This is particularly important when delegations are visiting from or to international institutions so that the most appropriate colleagues are involved and correct briefing is prepared.

**Who will hold the information?** It will be compiled at group level by the AU Faculty Administration Officers and then sent to the International Office to be held on central database. The data will be accessible within the University. By linking to PPDRs, FPSE aims to capture the data once per year and avoid other ad hoc or annual requests for this information. The International Office has stated that only that information which is required to be publically available will be (contact them for further clarification if necessary).

*\*Required for all formal international links*