

**Teigan Barry**

HR Administration Officer, HR Service Centre

27 February 2019

Mr Xinqi Zhu  
No. 2, Unit 3, Building 3, No. 99 Xiaojiaheyan Street  
Gaoxin Qu, Chengdu  
Sichuan  
China

**Private and Confidential**

Dear Mr Zhu,

On behalf of the University of Sydney (the **University**) we are pleased to invite you to attend the University as a Visiting Researcher (Student) in the School of Computer Science within the Faculty of Engineering and Information Technologies for the period from 10 June 2019 to 31 January 2020 inclusive (the **affiliation**).

During the affiliation, it is anticipated that you will be involved in observing and participating in the established research project titled "Deep Multi-View Learning for LEGO 3D Reconstruction" with Professor Dacheng Tao. It is expected that you will contribute to the intellectual life, vision, mission, and goals of the University.

The purpose of the affiliation is to undertake research that is related to your field of study and which will contribute towards the award of your qualification in your home country.

As an affiliate of the University you are entitled to obtain access to the University library, an "@sydney" email account and UniKey. The latter will allow you to access the University's intranet. You must use the "@sydney" email account when you are engaged in activities in your capacity as a University affiliate.

Any additional rights and privileges attached to the affiliation will be determined by the Dean of the Faculty on the recommendation of the Head of the School.

At the end of the affiliation please return all items of property in your possession belonging to the University (if applicable) to **Wenhui Julia Ashworth**.

I would be grateful if you could confirm your acceptance of the title under the terms contained in the attached **Schedule** by signing a copy of this letter and returning it to:

Email: [hr.immigration.relocation@sydney.edu.au](mailto:hr.immigration.relocation@sydney.edu.au)

May I take the opportunity of congratulating you on your affiliation and, should you accept, thank you for your willingness to contribute to the School of Computer Science activities. Your contributions will be greatly appreciated.

If you have any questions, please contact me.

Yours sincerely,



On behalf of Professor Athman Bouguettaya,  
Head of School, School of Computer Science



I, Xinqi Zhu, accept this offer of affiliation under the terms outlined above and in the attached **Schedule**.

I have read, understood and will comply with the University's *Code of Conduct – Staff and Affiliates* and *Research Code of Conduct 2013* and other University policies and procedures which apply to my appointment.

Signature

27 / 02 / 2019

Date

**Attention: Teigan Barry**

**HRC0025715**

## SCHEDULE

### 1. General Conditions and Privileges

- a. Your affiliation does not establish an employment relationship; or entitle you to any salary payments.
- b. You are responsible to the Head of the School/Discipline/Institute.
- c. You will carry out administrative and any other academic duties as arranged by the Head of the School/Discipline/Institute and you will be responsible for those duties to Dean of the Faculty through the Head of the School/Discipline/Institute.

Unless otherwise agreed by the Head of the School/Discipline/Institute, research conducted by you as an affiliate of the University will be carried out on behalf of the University.

### 2. University Policies and Procedures

The affiliation is subject to the *University of Sydney Act 1989 (as amended)* and the By-laws made thereunder from time to time.

You agree to be subject to the [Code of Conduct - Staff and Affiliates](#) and other relevant University policies, including the [Research Code of Conduct 2013](#).

### 3. Confidential Information

As you will appreciate, the University is concerned to protect its confidential information and intellectual property. To ensure the protection of these interests, you agree to:

- keep confidential all Confidential Information other than Confidential Information that you are required to disclose in the course of your duties with the University or by law;
- only use Confidential Information for the purpose of performing your duties with the University.

“Confidential Information” means:

- a. any information, however communicated or recorded, relating to the activities of the University or its related bodies corporate, to which you gain access in the course of, or in connection with your appointment with the University, including all trade secrets and institutional know-how, information relating to the finances, business affairs, strategies, plans or initiatives of the University or its related bodies corporate, and any other sensitive or commercially valuable information including information relating to the University’s students, staff or contractors (including confidential information belonging to a third party); and
- b. all copies, notes and records based on or incorporating the information referred to in paragraph (a), but does not include any information that is lawfully public knowledge.

#### 4. Insurance

Please be aware that the University's insurance will only apply whilst you engage in approved University activities.

#### 5. Intellectual Property

You may also create intellectual property rights (**IPRs**) in the course of undertaking research activities (if any) with the University. In circumstances where your research as an affiliate is part of a research program funded by the University or an external funding body, you agree to assign to the University the IP created by you. Where you believe this assignment conflicts with any obligations you owe to your employer or a third party you will, prior to undertaking the research, declare this conflict to the University as described above in **item 2**.

The University manages all IPRs in accordance with the [University of Sydney Intellectual Property Policy 2016](#) as amended or replaced from time to time. You agree to do all things necessary and sign such documents to confirm those rights granted to the University including assisting with any application to register those IPRs.

#### 6. External Interests

The University acknowledges that its affiliates engage in a wide variety of activities external to the University, and considers that such activities are in the public interest and of benefit both to the University and the individuals involved. These activities may from time to time give rise to conflicts of interests, whether actual, potential or merely perceived, such as a conflict of interests arising as a consequence of your employment with your employer.

In keeping with its commitment to high ethical standards, and in order to protect the reputations of all involved, the University has recently adopted the [External Interests Policy](#). You should familiarise yourself with its requirements.

If, having read the policy and this letter, you consider that you have interests which should be declared, please contact your Supervisor. It may be necessary for a conflict declaration to be submitted and a conflict management plan to be put in place to manage any conflict.

#### 7. Termination of the Affiliation

Your affiliation may be terminated, and any accompanying privileges may be revoked if:

- a. you are no longer contributing sufficiently or appropriately to the direction and performance of the faculty;
- b. you have breached the [Code of Conduct – Staff and Affiliates](#) or a relevant University policy; or
- c. the funding that supports the affiliation is withdrawn or transferred to another University before the end of the appointment.

## 8. Allowances

You have been awarded the following allowance/s:

Allowance	Amount (AUD only)
Travel Expense	\$1200.00
Living Allowance	\$14,000.00 (\$2000 per month)

Allowances will be administered by Faculty/ School/ Institute Finance Officer, and will be paid to you upon provision of relevant documentation / receipts for expenses incurred by you under the allowance category listed above.

It is recommended that you seek independent financial advice to determine if you are required to report any payments made by the University on any personal income tax return, or required to meet any tax liabilities on allowances or reimbursements paid to you by the University of Sydney.

## 9. Visa Requirements

If you intend to accept the University's invitation, you will require an appropriate visa to visit Australia.

The University of Sydney is pleased to sponsor you for the **Temporary Activity visa (subclass 408)** under the **research activity** stream.

You must notify your University Supervisor, as soon as possible, if any of the following situations occur:

- the activities you are performing change or alter from the research outline provided to the Department of Immigration and Border Protection;
- you wish to extend your affiliation with the University;
- you are unable to commence on the proposed date provided; or
- you complete or terminate your affiliation with the University prior to the end date as notified to the Department of Immigration and Border Protection.

Please ensure that you comply with your visa conditions and do not:

- teach/lecture a syllabus/course (limited seminars/guest lecturing can be undertaken in relation to the Australian research) unless disclosed in the visa application and for which the visa is granted;
- cease the activity in relation to which the visa was granted;
- engage in an activity inconsistent with the supported or sponsored activity or program;
- engage in work for another person or organisation;
- receive a salary without permission from Department of Immigration and

Border Protection; or

- f. undertake a period of study whilst holding this visa.

By entering into this affiliation, you consent to the University using the Department of Immigration and Border Protection's Visa Entitlement Verification Online (VEVO) to check your visa status and entitlements.

A copy of your visa must be provided to the HR Service Centre on or before your first day at the University. Your access to the Library and the University's IT system will not be authorised until you provide a copy of your visa to the HR Service Centre.

Any queries with respect to visas or immigration should be directed to:

Address: HR Service Centre  
Level 2, 1 - 3 Ross Street (K06)  
The University of Sydney NSW 2006

Telephone: **1300 850 484 - Freecall**  
**+61 2 8627 1300**

Email: [hr.immigration.relocation@sydney.edu.au](mailto:hr.immigration.relocation@sydney.edu.au)

#### **10. Medical Cover**

As a temporary resident, you will need to take out adequate health cover, including cover for any family members travelling with you, for the duration of your visa. Your appointment with the University is conditional upon you maintaining appropriate health cover and is a requirement by the Department of Immigration and Border Protection.

As a temporary resident you normally do not have an entitlement to "Medicare" (Australia's Government funded health cover) which is available to Australian citizens. However, citizens/residents of some countries may be covered by a reciprocal agreement. Please review your eligibility status [here](#) or in the following link: [http://www.humanservices.gov.au/customer/services/medicare/medicare-card?utm\\_id=9](http://www.humanservices.gov.au/customer/services/medicare/medicare-card?utm_id=9)

Evidence of health cover (i.e. Medicare or private health cover) must be provided prior to commencement.

Additionally, we recommend that you arrange appropriate travel insurance, including cover for any family members travelling with you, for travel to and from Australia.