



CLEMSON UNIVERSITY OFFICE OF INDUSTRY CONTRACTS

OIC INTAKE FORM: STUDENT PROJECT AGREEMENT

To initiate a new project/matter, please complete this form and attach any supporting documents. If you have any questions, please call the Office of Industry Contracts at 656-3989. IF THIS IS AN URGENT MATTER, CALL OUR OFFICE IMMEDIATELY AFTER SUBMITTING THIS REQUEST.

Name:

Department:

Your Title:

Your Email:

Preferred Phone:

Deadline:

If less than 15 days, explain the urgency:

Name of Supervisor:

Matter Approved by Department Chair/Dean (enter his/her name):

Financial Contact (name/ mailing address/ phone/ email of person receiving payment of Project Fee from Company):

Other Campus Departments/Units Involved (department/unit name and contact information):

Company Contact Information (name/ company name/ mailing address/ phone/ email):

Course Information (course number/course title/semester/year/meeting time/location):

Project Title:

Project Description (describe the practical technical/commercial issue or question posed by Company):

Describe the deliverables to be provided to Company and date (any prototypes, models, and other deliverables should be limited to proof-of-concept not intended for commercial use):

Describe any other support that Company will provide (e.g. materials, equipment, supplies, or personnel time):

Project Term:

Start Date:

End Date:

Total Project Fee to be paid by Company:

Is approval required from Research Compliance or Research Safety to perform the Project?

If “Yes,” select the appropriate review required:

If “Other,” please explain:

Provide approval date and protocol number:

If you have additional documents related to this matter, please attach them in the email after clicking the Submit button below.