General Director

of Politecnico di Milano

Piazza Leonardo da Vinci, 32

20133 Milano

c. c.

Chief operating officer

Campus/Department of

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Prof. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Scientific Supervisor)

**Subject**: **Research fellowship withdrawal**

I, the undersigned\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Born in \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Residing in \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Prov. (\_\_\_\_)

Holder of a research fellowship contract from \_\_\_\_\_\_\_\_\_\_\_\_ to \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*(insert the contract/renewal starting and ending dates*)

At the Department/Campus of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Scientific Supervisor Prof. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**D E C L A R E**

**To withdraw from the above mentioned research fellowship.**

**My last working day will be \_\_\_\_\_/\_\_\_\_\_\_\_\_/\_\_\_\_\_\_\_**

(The holder of the grant must give **30 days’ notice**. In case of lack of noticethe Politecnico di Milano may withhold or recover from the grant recipient an amount equal to the compensation for the period of notice not given, unless he/she obtain a written authorization by the scientific supervisor or by the Head of department to withdraw with less than 30days’ notice. **The notice cannot in any case be of less than 15 solar days.)**

**For the following reason: (tick with an X)**

* Fix term or open-ended contract with a public company
* Fix term or open-ended contract with a private company
* Tenured teaching or research contract
* Employment contract with a Research Entity
* Employment contract abroad
* Incompatibility with other grants
* Winner of a research fellowship
* Fixed term research contract
* Resignation

Milan,\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*(The Research Fellow)*

I authorize the withdrawal without 30 days of notice period

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 (*(☐ The Scientiific Supervisor / ☐ The Head of Department)*