**GUIDELINES**

This document is valid only for expenses related to training, mobility and missions.

It must be duly completed **BEFORE** the departure, signed by the Supervisor and the PhD Coordinator and sent via e-mail to Post-Lauream Office (post-lauream@poliba.it).

Keep a copy to attach to each refund request (see "*Refund Request*" form).

****Al Magnifico Rettore del Politecnico di Bari

Alla Direzione Gestione Risorse e Servizi Istituzionali

Settore Ricerca e Relazioni Internazionali

**Ufficio Post-Lauream**

***Authorization training and mobility expenses of phd students on funds for Budget per Attività di Ricerca ex art. 9 co. 4 D.M. 226/2021*.**

I, Prof. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, as Supervisor of the PhD student \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ enrolled to \_\_\_\_\_\_\_\_\_° year of the PhD Programme in\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, cycle \_\_\_\_\_\_\_\_°, ask that the abovementioned phd student is authorized to go to \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ for\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ form \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ to \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, as this kind of activity is useful for his/her PhD career..

The Supervisor

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

I, Prof. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, as Coordinator of the abovementioned PhD Programme, I authorize the described off-site activity of the PhD student \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

These expenses are borne by the funds for *Budget per Attività di Ricerca ex art. 9 co. 4 D.M. 226/2021*, up to the amount allocated to the phd student.

 The PhD Coordinator

Bari, \_\_\_\_/\_\_\_\_/\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_