



Departure form

This form serves as your request to book your homeward flight and to provide the CSC with your contact and employment details after you return to your home country.

You are a Commonwealth Scholar for life and part of a community of 27,500 Commonwealth Scholars and Fellows funded through the CSC. As an engaged alumnus, you will:

- Receive a CSC certificate verifying your scholarship
- Have the opportunity to feature in and contribute to *Common Knowledge*, our alumni magazine
- Be able to join and contribute to local alumni associations and attend in-country events
- Receive *The Common Room*, our quarterly alumni email newsletter featuring updates from the CSC community
- Have access to the CSC's nine Knowledge Hubs, which provide a platform for Scholars and alumni studying and working in similar disciplines to network and exchange ideas to support a shared sustainable development goal.

If you have any questions about this form, please contact your Programme Officer.

1. Scholar details

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|-------------|--|
| Name: | |
| Scholar ID: | |

2. Homeward travel details

Your flight will be booked from the nearest major airport to your UK institution to the nearest major airport in your home country.

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| Departure date*: | |
| Departure airport: | |
| Visa expiry date: | |
| Tenure end date: | |

*Your departure date must be within one month of the end date of your award tenure or deferment period. Any stipend payments due to you will be made until the day you leave the UK, or your last day of tenure, whichever date is earlier. Please ensure you budget accordingly.

4. Home country contact details

Please provide the most appropriate contact addresses to receive correspondence from the CSC, including your CSC certificate and *Common Knowledge* magazine – this can be a home or work address.

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| Address: If this will change in the near future, please supply your new contact address, with valid from date (if known). | |
| Email address: | |
| Telephone number: | |
| If you would prefer to receive a digital version of <i>Common Knowledge</i> by email, please tick this box | |

5. Home country employment details

Please provide details of the post (or if applicable further study) you will be taking up or returning to on completion of your award.

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|---|--|
| Date commencing/ recommencing role: | |
| Position: | |
| Employing organisation/ institution: | |
| Department (if applicable): | |
| Sector: | |
| Country: | |
| Is this post the one you held prior to taking up your award, or at the time of your application to CSC? | |
| Yes | |
| No, but it is with the same employer | |
| No, it is with a new employer | |
| Not applicable (I was not employed before taking up my award) | |
| Not applicable (I am not returning to employment) | |

6. Declaration

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| I declare that the information provided on this form is, to the best of my belief, true, complete, and correct. I agree to keep the CSC informed of any changes in my circumstances. | |
| Signature: | |
| Date: | |

The CSC is committed to protecting your personal information and to being transparent about the information we are collecting about you and what we do with it. To find out more, see our privacy notice: <http://cscuk.dfid.gov.uk/privacy-notice>

Once complete please return this form by email to csc.secretariat@cscuk.org.uk