Examples are written in green. Delete them before submitting the form.

**Notification of Invention**

Date:

(YYYY/MM/DD)

**President and Chief Executive Officer,**

**National University Corporation Institute of Science Tokyo:**

Name

Affiliation

Job title

Extension No.

Email address

**I hereby file a Notification of Invention pursuant to Article 4 of the National University Corporation Institute of Science Tokyo Invention Regulations.**

**1. Name of invention (tentative name acceptable)**

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**2. Description of invention**

Describe the invention, its novelty, and its improvements over existing technology. You may expand the section below as needed, and attach separate sheets if necessary.

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**3. Inventors**

List all inventors, including yourself.

When listing a student who is not an RA: If the student transfers his/her rights to Science Tokyo by his/her own volition, use the upper section. If the student does not transfer his/her rights to Science Tokyo, use the lower section.

You must re-submit the Notification of Invention if there are additional inventors or the amounts of contribution change.

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| **Inventors, Science Tokyo (including current and former RA students)**  State inventors’ names, affiliations, job titles (or year in degree program), and percentages of contribution to the invention. **(The total percentage in this section must be 100%.)**  For RAs and fixed-term staff, including Specially Appointed Faculty and Research Staff, state the program names, etc. through which they are employed. |
| Examples:  Jane Doe (School of XXXX, Professor) 40%  Taro Tokadai (Laboratory for YYYY, Specially Appointed Assistant Professor, JST ZZZZ Program) 30%  John Smith (School of XXXX, GGGG Graduate Major, M2, JST ZZZZ Program RA) 20%  Sandra Tsubame (School of XXXX, GGGG Graduate Major, M1, rights transferred to Science Tokyo) 10% |
| **Inventors, non-Science Tokyo (if any)**  If the rights of an inventor who is not employed by Science Tokyo are succeeded by an organization with which the inventor is affiliated, state the name of the organization (or person’s name when the rights belong to an individual), percentage of contribution to this invention (not share of ownership), and the contact person’s name and email address. **Affiliations should be those at the time of the invention.** **(The total percentage in this section must be 100%.)** |
| Examples:  XXXX Corporation 35% yamada@xxxx.co.jp, Hanako Yamada  UUUU University 20% snow@uuuu.ac.jp, Jack Snow  Janice Jones (Individual) 10% janicejones@gmail.com  Science Tokyo’s percentage of contribution 35% |

**4. Publication of invention**

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| □ Some details of this invention have already been made public.  □ There are plans to make this invention public.  □ This invention has not been made public, and there are no plans to do so. |
| In cases where the invention has already been made public, or there are plans to do so, state the scheduled date of publication, how it will be made public, and where (name of conference and research paper title). |

**5. Relationship between invention and your duties at Science Tokyo**

Tick any of the following.

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| □ This invention was created while on duty at Science Tokyo.\*  \* If the invention was created using Science Tokyo equipment and devices (including PCs), the invention is regarded as being created while on duty at Science Tokyo.  □ This invention was created while on duty at a place of concurrent employment approved by Science Tokyo or at a place of other employment (in the case of fixed-term staff).  □ This invention was created while on duty at a former place of employment or a place to which I was transferred (name of the organization: ).  □ This invention has no relationship with my duties or employment. (The above do not apply.) |

**6. Source of funding for invention**

Tick all relevant boxes. If you tick any of the boxes from (2) to (9) below, write down the name of the program, the name of the institution or party with which the project is being carried out, the research title, etc. in the lower section. For government contract research, we are obligated to file an application report. Be sure to fill out all items.

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| □ (1) Operating grant from the government  □ (2) Grant-in-Aid for Scientific Research or other research grant for individuals that is managed by Science Tokyo  □ (3) Research fund received by Science Tokyo in accordance with a sponsored research contract　 with companies, etc.  □ (4) Research fund received by Science Tokyo in accordance with a collaborative research contract with companies, etc.  □ (5) Consultation fee received by Science Tokyo from companies, etc. in accordance with an academic consultation contract  □ (6) Use of transferred materials and animals  □ (7) Funding from donations to Science Tokyo (e.g., donations for research)  □ (8) Funding received by Science Tokyo from an external organization other than those listed above  □ (9) Funding from external organizations, such as the Japan Science and Technology Agency (JST) or other organizations that directly administer and disburse funds for research carried out at Science Tokyo  □ (10) None of the above. Funding is related to a contract with other organizations.  □ (11) None of the above. Funding is not related to a contract. |
| Examples:  Started in YYYY/MM, XXXX Corporation, Research on RRRR  Fiscal Year YYYY, Ministry of NNNN, PPPP Program, Research on RRRR  Contract to receive samples from XXXX Corporation, YYYY/MM |

**7. Special remarks**

State anything else related to this invention as appropriate. For example, you have already talked with a company that plans to use this invention, you are planning to set up a venture company that will use this invention, etc. Furthermore, if there are any companies that you think would be interested in the invention but were not involved in its creation, state them here.