



Department
Of
Human
Resources.

PERSONAL

Director of Human Resource Management

Ms Rosie Valerio, BA, FCIPD

Post to: Department of Human Resources
The University of Sheffield, Firth Court, Western Bank
Sheffield, S10 2TN

In Person: 10-12 Brunswick Street, Sheffield, S10

Date

Telephone: +44 (0) 114 222 1607

Fax: +44 (0) 114 222 1624

Email : n.l.mayfield@sheffield.ac.uk

Dear

I am pleased to confirm that the University of Sheffield has agreed to confer upon you the title of Honorary xxxx with effect from xxx. The title Honorary xxxx is equivalent in standing with xxxxx and meets the eligibility criteria described at: <http://www.shef.ac.uk/hr/services/titles/thessaloniki/xxxxxxxxxx.html>

The terms on which this title is afforded are as follows:

1. You may use the title with effect from the date specified above for the duration of your employment with the City College of Thessaloniki or unless the title is withdrawn by the University or for as long as the University of Sheffield is associated with the City College of Thessaloniki (whichever shall be the shorter period).
2. The use of the title is personal to you and may not be transferred to another person.
3. You shall not by virtue of this agreement or by virtue of your holding an honorary title with the City College of Thessaloniki be an employee of the University of Sheffield.
4. Only the Director of Human Resource Management is entitled to enter into or negotiate contracts with the University of Sheffield or any changes to them. This applies to this agreement.
5. You shall agree with the Terms and Conditions associated with Honorary titles.

I should be grateful if you would notify me of your acceptance of this honorary title and the associated terms and conditions by returning the duplicate copy of this letter after signing and dating the endorsement.

We are delighted that you have agreed to be associated with the University in this way and I trust that this association proves to be rewarding and mutually beneficial.

Yours sincerely

Ms R A Valerio
Director of Human Resource Management

cc Principal, City College of Thessaloniki
Faculty PVC, UoS

FORM OF ACCEPTANCE – DO NOT DETACH

I have received the original of this letter dated DATE and its enclosures and accept the honorary title on the terms and conditions specified.

Signature: Date:

(NAME, JOB TITLE of City College of Thessaloniki)

Please retain one copy of this letter for your reference and return the other copy, duly signed to the above address.