

19 May 2025

PERSONAL

Professor Jianguo Sun
Institute of Pharmaceutical Science
China Pharmaceutical University
Nanjing
People's Republic of China

Dear Professor Sun

In lieu of the previous letter dated 6 May 2025 and following further advice from the Department regarding the dates of the visiting appointment, I now write as follows:

I am pleased to offer you a visiting appointment in the School of Pharmacy, from 25 July 2025 to 24 October 2025. We look forward to your visit and welcoming you to the University of Otago.

During the visit you will be collaborating with Professor Natalie Hughes on research projects involving drug and metabolite analysis and will be working on a publication from this collaboration.

You will also be working on enantiomeric analysis of ketamine, and its active metabolites and will prepare a manuscript for this work with the aim to develop grant applications for Marsden and HRC.

This visiting appointment is without emolument but provides access to laboratory, library and IT services and there will be no requirement to pay bench fees. It is understood that you will continue to be financially supported by China Pharmaceutical University and CSC scholarship and therefore are not an employee of the University of Otago.

You will be responsible to the Head of School, and are required to observe all relevant University policies, including the Health and Safety regulations, the Ethical Behaviour Policy and Smoke-Free Policy.

For your information, the various University liabilities policies apply as long as your activities are sanctioned by the University and where appropriate approvals have been obtained. You should consult your Head of Department or key contact about your activities.

As your visit is for 3 months or less, you may be eligible to enter New Zealand as a '*Visiting academic*' special visitor. This is subject to you meeting certain criteria, which includes visa waiver countries. See the following webpage for details <https://www.immigration.govt.nz/new-zealand-visas/apply-for-a-visa/visa-factsheet/visiting-academics-visitor-visa>.

If you are not from a visa waiver country, or do not meet any of the other criteria, you will need to apply for a visitor visa before you come to New Zealand. You should not delay in making application as procedures can take some time to complete. See the following webpage for details: <https://www.immigration.govt.nz/new-zealand-visas/options/visit>

The contents of this letter of offer and any attachments constitute the entire agreement between yourself and the University, and supersede all previous representations, negotiations, commitments and communications, either written or oral between the parties. Modification of these agreements will only be binding on the University where they have been formally offered by the Human Resources Division and accepted.

Please confirm your acceptance of these arrangements by signing and returning this letter. You should retain a copy.

Should you require any further information, please contact me on telephone +64 3 479 5954, or email melinda.black@otago.ac.nz.

Yours sincerely



Melinda Black
for Director of Human Resources Division

I confirm these arrangements subject to the above terms:

Signed: 

Date: 21/05/2025

cc Professor B. Russell



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Professor Jianguo Sun
Institute of Pharmaceutical Science
China Pharmaceutical University
Nanjing
People's Republic of China

尊敬的孙教授：

鉴于 2025 年 5 月 6 日发出的前函，并根据药学系就访问任职日期提出的最新建议，现正式致函如下：

我们诚挚地邀请您担任奥塔哥大学药学院访问学者，任职期为 2025 年 7 月 25 日至 2025 年 10 月 24 日。我们热切期待您的到来。

访问期间，您将与 Natalie Hughes 教授合作开展药物及代谢物分析相关研究项目，并共同撰写合作研究成果论文。您还将进行氯胺酮及其活性代谢物的对映体分析研究，据此撰写学术论文，旨在为马斯登基金（Marsden）和卫生研究委员会（HRC）的资助申请奠定基础。

本次访问任职不提供薪酬，但可享受实验室、图书馆及信息技术服务资源，且无需支付实验台使用费。根据约定，您在中国药科大学及中国国家留学基金委（CSC）奖学金资助期间的财务关系保持不变，不构成奥塔哥大学雇佣关系。

您需向药学院院长负责，并遵守大学所有相关政策规定，包括健康安全条例、道德行为准则及无烟校园政策。

请注意，只要您的活动获得大学批准且取得相关许可，即可适用本校各类责任保险政策。具体活动安排请与系主任或主要联系人协商。

鉴于您的访问期在三个月以内，您或可凭"访问学者"特殊旅客身份入境新西兰。该资格需满足特定条件（包括免签国家条款），详情参见：<https://www.immigration.govt.nz/new-zealand-visas/apply-for-a-visa/visa-factsheet/visiting-academics-visitor-visa>

若您非免签国公民或不符合其他条件，则需在入境前申请访客签证。鉴于审批流程耗时较长，建议您尽快提交申请。详情参阅：<https://www.immigration.govt.nz/new-zealand-visas/options/visit>

Yours sincerely

A handwritten signature in black ink, appearing to read 'Melinda Black', written in a cursive style.

Melinda Black
for Director of Human Resources Division