

Policy and Procedure Recommendations for International Visiting Scholar Program 4/18

1. A faculty member may host no more than three International Visiting Scholars at a time.
2. Visiting scholars must be affiliated with a recognized university as a faculty member, advanced doctoral candidate, or administrator.
3. Deadlines for applications: Fall Term: November 1 of previous year.
Spring/Summer Term: April 1 of previous year.
4. Faculty hosts are the primary contact and therefore should only accept an International Visiting Scholar if they will be present on campus to supervise and assist their visitor.
5. All visiting scholars will be required to complete an application form and pay all the appropriate fees.
6. All visiting scholars will be required to complete a Visiting Scholar's report before the completion of their visit and send it to their faculty host.
7. The faculty host will send the report to CIEDR effectively closing the visiting scholar's file and opening a position for the host to re-invite.