



DEPARTMENT OF STATISTICS

Application for Visiting and PostDoctoral Scholar

E-mail completed application with visitor's CV to Hr-stat@berkeley.edu.

Purpose of this Application: To give Faculty the opportunity to host/mentor a Visiting Scholar, Visiting Student Researcher, or Postdoctoral Scholar.

Visiting Scholar-is a person on leave from an academic appointment or other employment, at a home institution or other entity, with PhD or Equivalent.

Visiting Student Researcher-is a person on leave from their student enrollment and is currently enrolled in a degree-granting program and working to obtain a degree at an institution of higher learning other than UCB, with a Bachelor's degree or Equivalent, Minimum.

Postdoctoral Scholar-is temporary, allowing individuals a unique opportunity to conduct research under the guidance of a faculty member, they are supported by campus research grants, contracts, fellowships, and external sources.

**If you have a person who does not qualify for any of the above titles, please email Hr-stat@berkeley.edu for information on different options such as Student Assistant, Undergraduate Student Researcher, Volunteer etc.*

Scholars may visit the Department for one summer (2 months), one semester (5 months), one or two years, or a prescribed number of months (cost will be prorated in this case).

**If a UC Berkeley Sponsored Visa is required appointments cannot be less than 30 days*

Processing Applications will be reviewed according to the following schedule.

Term of visit Application deadline

Fall	February 15th
Spring	July 15th
Summer	November 15th

Applications will be reviewed in order of submission. The six-month lead time allows for campus processing and State Department processing time (e.g., visas), as well as departmental planning of space. Once office space has been filled, no additional visitors will be accepted unless space is not required.

**Applications received after the deadline will be processed on a first-come first-served basis.*

IMPORTANT INFORMATION

Department privileges: Post-docs and Visiting titles will be listed on the department website and mailing lists and will be assigned a mailbox. They will have access to department seminars and other events. Space is not guaranteed but access to the department lounge is available for Postdocs and Visitor titles. To help the department with administrative expenses, the department charges a fee for (visiting titles only)

\$500 for the first month

\$200 per month thereafter E.g. \$700 per summer, \$1,300 per semester, \$2,700 per year.

**Postdoctoral scholars are not subject to Department fees.*

Campus privileges: The University charges a fee for all Visitor titles. The University fee provides access to campus resources such as the library, Cal 1 Card, bConnected suite (including Berkeley e-mail), and network/AirBears.

Visiting Scholar: 1st Year \$750, 2nd Year \$1,500. Visiting Student Researcher: 1st Year \$1,000, 2nd Year \$2,500.

**Beginning August 1st, 2019, Visiting Scholars/Student Researchers will be required to pay University fees up front, before the appointment letter is issued.*

**Postdoctoral scholars are not subject to University fees.*

International Office fees Visa processing fees

J-1 \$600

J1- Student \$1,000

H-1B \$2,000-\$2,500

Plus shipping up to \$50

Campus insurance All visiting and postdoctoral scholars are required to have medical coverage. Coverage cost is by age. Note: Postdoctoral scholars receive benefits information in appointment letter from HR.

The Department will not pay University fees, International Office fees, or insurance. See below for responsible parties.

Please CHECK who will be responsible for each of the following fees:

- | | | |
|-------------------------------|-----------------|---------|
| 1) Department fees: | Faculty Sponsor | Visitor |
| 2) University fees: | Faculty Sponsor | Visitor |
| 3) International Office fees: | Faculty Sponsor | Visitor |

Chartstring for Fees

SPEEDTYPE

**Applications will not be accepted/processed without a chartstring, regardless of who will ultimately be responsible for the fees. Please work with your RA to identify this before submitting the application.*

If Chartstring is different for PostDoc Salary: _____

The CV and VISA status of the visitor must accompany the application.

Semester(s) of visit: Fall 20____ and/ or Spring 20____ and/or Summer 20____

Applying as:

- Visiting Scholar
- Visiting Student Researcher
- Postdoctoral Scholar
 - Employee (Job Code 003252)
 - Fellow (Job Code 003253)
 - Paid Direct (Job Code 003254)

Does Visitor have the need for a VISA to visit the department? Yes No
Does Visitor already have a VISA at home institution? Yes* no
What type of Visa _____ Who is sponsor of Visa _____
(*if yes, please have visitor include their VISA documents with their CV)

Scholar name: _____

Scholar Institution name: _____

Scholar e-mail address: _____

Anticipated dates of visit: From: _____ To: _____

Exact research Location: _____

Stipend, fellowship, or Sponsor Supplement? No Yes, How Much _____

Key Card Access Needed: No Yes, Why _____

Office Space Needed: No Yes, If yes please specify the need _____

Full-time use Part time Use Shared use Private Use Window needed

Other _____

**Space is limited and not guaranteed*

Purpose of Visit/Research field and interests: (please include association Co-author/Collaborator Colleague referral
Other (specify, if applicable)

Benefits to the Department: What benefit will the scholar bring to colleagues, students, and Department?

Visiting Student Researcher: If you are submitting a request for a Visiting Student Researcher, please identify any courses in which the student wishes to enroll.

Exceptions: If you would like to request an exception to the application deadline or a waiver for the Department fees, please state the reasons below.

Do you plan to be on leave during the visiting or postdoctoral scholar's stay?

No Yes

Is there any other relevant information that you would like to share about the scholar, e.g., could this person be considered for a faculty recruitment in the future?

Sponsoring faculty

Name: _____

Signature: _____ Date: _____

Chair approval

Name: _____

Signature: _____ Date: _____