VISITING STUDENT RESEARCHER REQUEST FORM

Visiting Student Researchers (VSRs) are students enrolled in a degree program who are working to obtain a master’s or Ph.D. By exception, undergraduates working towards their bachelor degree can also hold this title. The following requirements are needed to be a Visiting Student Researcher:

1) Visit is to conduct research for the purpose of meeting degree requirements from another university
2) Research is of mutual interest to and endorsed by academic department, ORU or other Berkeley campus unit
3) Appointed for minimum of one month to no longer than a year in duration

VSR positions are not compensated. However, units may provide a stipend of up to $10,000 per year. Such stipends can be used to cover things such as living expenses, travel costs, and incidental research expenses, but not as a form of salary compensation. Please see Visiting Scholar Payment Form and instructions for more information.

☐ New Appointment  ☐ Extension  ☐ Exception

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<th>Name:</th>
<th>Department:</th>
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<td>Start Date:</td>
<td>End Date:</td>
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Workspace Location: 

**Required Documentation**

☐ Updated CV

- Proof of funds sufficient to support the duration of stay (statement from employer, government agency or current bank statement if supported on personal funds). Support must meet the minimum compensation established by BIO: ($1800 per month for scholar, plus $500 for spouse and $300 per month per child)

☐ Gateway Application

☐ Proof of Enrollment

Describe the nature of the research and the visitor’s role and other details regarding the agreed upon collaboration:

Preparer:

Host Faculty Name: Signature: Date:

Department Chair: Signature Date:

Dean Approval: Signature Date: