



## **VISITING PROFESSOR OR RESEARCH SCHOLAR AGREEMENT**

**The Graduate School and the Office of International Students & Scholars at  
Eastern Illinois University**

**And**

**Program Name**

**Date**

The (name of program) extends an invitation to (name of the visiting scholar, title, and current place of employment) as a visiting professor or research scholar from (beginning date) to (ending date).

### **Objectives of the Appointment:**

- Provide a brief summary describing how this collaboration will benefit the academic mission of the university.

### **Specific Responsibilities of the Visiting Professor or Research Scholar:**

- The visiting professor or research scholar must purchase an insurance policy, which meets J-1 insurance requirements. A copy of the insurance card and policy, with sufficient information about the insurance requirements, must be filed with the Office of International Students & Scholars.
- Specify the teaching, presentation or lecturer obligations.
- Specify the research or publication obligations.
- Specify any obligations other than teaching and research.

### **Support provided by the Graduate School & Office of International Students & Scholars:**

- The Graduate School designates the person named in the agreement as an International Visiting Professor or Research Scholar of Eastern Illinois University for the time specified in the agreement.
- The Graduate School will provide assistance with paperwork associated with the visiting professor or research scholar appointment.

- The Graduate School will provide complimentary use of one university apartment located in Married Student Housing during the term of the professor or research scholar's appointment.

**Support Provided by the Sponsoring Program:**

If the support will be shared among programs or with a college, specify the support provided by each sponsoring unit.

- Identify the faculty member who will collaborate with the professor or research scholar.
- Specify any stipend that will be provided by the program.
- Specify physical facilities available to the professor or research scholar including office space, laboratory space or any other facilities.
- Specify support resources available to the professor or research scholar including computer, printer, equipment, telecommunication, copier, or other support resources.
- Specify if access to library, on-line, textbook rental, or other information networks will be available to the professor or research scholar.
- Specify any other resources that the program will make accessible to the professor or research scholar.

**Support provided by the Professor or Research Scholar or the Professor or Research Scholar's Employer:**

- Specify the sources of the professor or research scholar's travel.
- Specify the source of the professor or research scholar's daily living expenses other than housing.
- Specify any additional expenses that the professor or research scholar or professor or research scholar's employer is responsible for.

The signatures below verify approval of the visiting professor or research scholar appointment as specified in this agreement.

\_\_\_\_\_  
EIU Collaborator

\_\_\_\_\_  
Program Chair

\_\_\_\_\_  
Dean  
College of

\_\_\_\_\_  
Dean  
The Graduate School

C: Provost and Vice President for Academic Affairs  
International Education Committee  
Office of International Students & Scholars