

PhD Program Visiting Student Protocol

Purpose

The purpose of the Visiting Student Program is to support doctoral student education through exposure to global opportunities. This includes both national and international visitors. The program seeks to foster mutual learning between both visiting and resident scholars within the NYU SSSW Community.

Eligibility

- Must be in the pursuit of a PhD degree at an equivalent university
- Must be in good academic standing with home university
- Can only visit at NYU for one to two semesters
- Limited number of visiting students (1 – 2) per academic year

Application Process

1. The Application Form
2. A faculty sponsorship agreement letter must be signed and submitted to the Doctoral Program Office for review, including the following:
 - a. Stated commitment to mentor and support visiting student for duration of visit at NYU.
 - b. Stated commitment to include visiting student in relevant research training that would enhance the student's learning, faculty research, and support the strategic vision of the Doctoral Program and SSSW.
3. Student must submit a CV and a detailed statement of interest.
 - a. Statement should include reason for selecting NYU SSSW, research interests, and research plan in collaboration with Silver faculty sponsor.
 - b. Statement should include audit or formal enrollment requests for doctoral level courses that will further support the training and learning experience of the visiting student.
4. For current doctoral students whose educational institution use non-English language as the primary teaching language, a proof of TOEFL score of 90 or above is required.
5. The visiting student application (sponsorship agreement and student statement) will be brought before Doctoral Program Committee for committee approval.
6. If the Doctoral Program Committee approves the application, the application will be submitted to the Dean's Office for final approval.
 - a. **Domestic Students:** Approved domestic students must complete a NYU ID Card Authorization Form.
 - b. **International Students:** NYU sponsors approved international students for J-1 visas, which requires the completion of a DS-2019 Form and inclusion in the Student and Exchange Visitor Information System (SEVIS) with the NYU Office of International Scholars and Students. Federal regulations require that all J-1 exchange visitors have

health insurance that meets specified minimum requirements. Approved international students must also fill out a NYU ID Card Authorization Form.

7. The Doctoral Program Office will assist with processing to ensure visiting student receives general NYU student privileges; including a NYU ID Card, access to NYU e-mail, and access to NYU Bobst Library.



New York University

APPLICATION FOR VISITING SCHOLARS, VISITING RESEARCH PROFESSORS, AND VISITING EXCHANGE PROFESSORS

(check one only) **Visiting Scholar** **Visiting Research Professor**
Visiting Scholar Chosen by Vice Chancellor's **Visiting Exchange Professor**
Committee for International Visitors

1. Effective Dates of Privilege: From _____ To _____

2. Name: _____
 Prefix Last First MI

3. Permanent Address: _____
 Female Number Street City
 Male State Zip/Country Telephone

4. Date of Birth: _____ 5. Email Address: _____

6. Highest Degree: _____
 Degree Institution

7. Employer of Candidate and Position Held by Candidate: _____
 Employer

 Position

8. Other Significant Affiliations/Awards: _____

9. Government Sponsor (if any): _____
 Sponsor Country

10. New York University Sponsor: _____
 School Department Name and Rank of Faculty Member
 Faculty Sponsor's Net ID: _____

11. Nature of Research Activities at New York University: _____

12. Reasons for Recommendation: _____

<u>Approval Signatures</u>	<u>Date</u>
Chairperson _____	_____
Dean _____	_____
Office of Academic Appointments _____	_____