



# Information for: VISITING SCHOLARS

---

Faculty and researchers from outside the University of Michigan may apply for Visiting Scholar status. This status is reserved for those who, at the invitation of a department, program or other University academic unit, pursue a program of research during a limited term of residence. Academic Human Resources authorizes this status. Visiting Scholars may have access to certain limited services and resources (see below). Currently employed staff, faculty and students of the University of Michigan are not eligible for this status. *The conditions of this status are subject to change without notice, and an appointment may be canceled at the discretion of the University, consistent with University policy and procedure.*

## CRITERIA FOR ELIGIBILITY

*Visiting Scholars must:*

- Have an earned PhD (or equivalent) or other comparable terminal graduate or graduate-professional degree (i.e., JD, MD, MFA, etc.), and hold a faculty or other permanent research position at another accredited university, college, or research organization *or*
- Have a Master's or equivalent intermediate degree and substantial professional experience that the host unit affirms to be equivalent to that expected of a member of the University of Michigan faculty; *and*
- Be pursuing a program of research as their primary purpose; *and*
- Be formally invited and 'sponsored' by a department, program or other University academic unit; *and*
- Be in residence as a visitor for a term of not less than one month and not more than three calendar years.

## APPLICATION PROCESS

Visiting Scholars must be sponsored by an academic unit of the University. The sponsoring University department remains the primary contact for the Visiting Scholar and is responsible for administering the relationship throughout the duration of Visiting Scholar status.

## INTERNATIONAL VISITORS

For international Visiting Scholars, if needed, the sponsoring unit must contact the International Center to obtain a DS-2019 request for a J-1 exchange visitor visa. In this case, the DS-2019 request process should be completed through the International Center before the creation of the visitor's identity in M-Community and before submitting an authorization letter or application.

## UNIVERSITY ID CARD

Visiting Scholars are issued an official University of Michigan identification card (Mcard). This photo identification card is required of all members of the University community, and must be presented for access to the services listed below. Visitors may pick up their Mcard at one of the several issuing stations on campus.

## SERVICES

**Library:** Visiting Scholars have full access to the University Library, including borrowing services. Fees are charged for copying and printing.

**Computing Account:** The University's Information and Technology Services (ITS) department maintains computing accounts, including email and other access to the University's online resources. A username is assigned when a Visiting Scholar is appointed. Visitors need to connect with an administrator in

their sponsoring unit about arrangements for computing services. In some cases, access to these services will be handled within the department. In other cases, individuals will be directed to the ITS Service Center.

**Office Space:** Office space is extremely limited. Use of an office or access to support services is at the discretion of the sponsoring unit.

**Laboratory and Research Facilities:** Access to laboratory or other research facilities requires the advance permission of the sponsoring University unit.

**Classes:** With permission of the instructor, visitors may informally attend classes or seminars. No grades, credits or transcripts will be issued. Visiting Scholars who want to take classes for credit must apply for admission to the Rackham Graduate School.

**Housing:** Visitors are responsible for housing during their stay. The sponsoring unit may provide information or other assistance. University Housing may have space available in its facilities, and maintains listings of rental housing in the Ann Arbor area.

**Recreation Facilities:** For access to exercise and recreation facilities, visitors may purchase passes to the Central or North Campus Recreation Buildings.

**Parking and Transportation:** Campus and city buses are free with the University ID card (Mcard). On-campus parking is limited, however, Visiting Scholars may purchase a parking permit depending on availability and at the discretion of the University's Logistics, Transportation and Parking department.

**Health Services:** All visitors are expected to have health insurance. University Health Services

(UHS) provides a comprehensive outpatient facility that offers a full range of medical services. A fee is charged for each service, some or all may be covered by health insurance.

## HELPFUL CONTACT INFORMATION

**Academic Human Resources**  
<https://hr.umich.edu/acadhr>  
(734) 763-8938

**U-M International Center**  
[www.internationalcenter.umich.edu](http://www.internationalcenter.umich.edu)  
(734) 764-9310

**English Language Institute**  
[www.lsa.umich.edu/eli](http://www.lsa.umich.edu/eli)  
(734) 764-2413

**Harlan Hatcher Graduate Library**  
[www.lib.umich.edu/hatcher-graduate-library](http://www.lib.umich.edu/hatcher-graduate-library)  
(734) 764-0400

**Housing Information Office**  
[www.housing.umich.edu](http://www.housing.umich.edu)  
(734) 763-3164

**Information & Technology Services (ITS)**  
[www.its.umich.edu/help](http://www.its.umich.edu/help)  
(734) 764-4357

**Mcard Center**  
[www.mcard.umich.edu](http://www.mcard.umich.edu)  
(734) 936-2273

**Logistics, Transportation & Parking**  
<https://ltp.umich.edu/>  
(734) 764-8291

**Recreational Sports**  
[www.recsports.umich.edu](http://www.recsports.umich.edu)  
(734) 763-3084

**University Health Service**  
[www.uhs.umich.edu](http://www.uhs.umich.edu)  
(734) 764-8320