



Visiting Academic Staff (VAS) Request Form (including Postdoctoral Associates and Fellows)

Please fill out the form below, sign and return with an electronic copy of the Visiting Academic Staff CV and a Mentoring Plan for Postdoctoral Scholars

Faculty Host

VAS First Name

VAS Last Name

VAS Title

VAS Home Institution

VAS Country of Citizenship (please include visa needs)

Non-Research account number for CEE fee (\$500 for US scholar and \$1000 for international scholar)

Research account number for salary (if applicable)

A brief description of research the Visiting Academic Staff will engage in while at MIT (for Visiting Professors include expected contributions to educational aspects of CEE [course description and/or syllabus]. Please use additional pages if necessary.)

Dates of visit (extensions beyond initially requested period require 3 months advance notice)

I understand that MIT International Scholars Office requires a minimum of 75 days from receipt of complete visa packet for J visa processing

I understand that space for my visitor is not guaranteed

I agree to all supervisory responsibilities for the above requested VAS for the duration of his/her visit

Signed

Graduating MIT Ph.D. students who plan to stay at MIT as Postdoctoral scholars must notify CEE HR at the time of their OPT employment authorization application.