

RESEARCH VISITOR APPLICATION FORM

To be completed by the applicant in collaboration with the academic sponsor

1. Personal details of applicant	
Family name	
Forenames	
Title	
Current Institution/Place of Work	
Position within the Institution/Place of Work - provide website link confirming current position	
Address for correspondence	
Email address (please provide your institutional email)	

2. Proposed Academic Sponsor (<i>this is an academic member of staff at a school/Centre of Research and Enterprise Excellence CORE</i>)	
Name of Academic Sponsor	
Name of School/CORE	
Email address	

3. Timings of the visit	
Proposed start date	
Proposed end date	
Will a visa be required?	
If yes please specify what this involves and please attach a copy of the visitor's passport photo page.	

4. Planned research/enterprise programme and collaboration with the academic sponsor	
Please outline the topic and deliverables the visitor will cover during their time at University of Brighton	

Please outline the activities that will be undertaken including use of any laboratory or practice space, used of specialist software, any risk or H&S assessments that need to be undertaken, the name of the person undertaking the risk/H&S assessment		
Benefits to the CORE arising from the visit:		
5. Costs		
Visitors are charged a one-off administration fee of £200 which is payable to the University for the duration of your visit. Please note that any other costs, including transportation, accommodation, subsistence and salary are not covered.		
Does the visitor already have adequate funding to cover all their travel, living and subsistence costs? (please delete as appropriate)	YES	NO
If YES please name the funder and provide a confirmation email		
If no, please outline details of how funds are to be secured		

6. Workspace details – Please indicate where the visitor be sited (including room number)

I (insert name) wish to apply for the title of Research Visitor

I confirm that:

- a) the details contained within the application are correct.
- b) I agree to abide by the University's 'code of conduct' and all the relevant policies and procedures within the University (available on the University's website).
- c) A full curriculum vitae is enclosed for information.
- d) I will notify the University of any change in my circumstances that may impact on my obligations to the University.
- e) I will maintain the highest professional and ethical standards when working under University of Brighton's name, and will not bring the University into disrepute during the time that I hold the title.
- f) I will complete an induction with my sponsor

Signed:

Date:

Please send the completed form with a current CV Form by email to csius@brighton.ac.uk
