Visiting “Research Scholars”

Currently, there is no appointment type in Board of Regents bylaws or UNL bylaws for “visiting research scholars”, therefore this process is subject to change based on additional interpretation by UNL officials.

Type of appointment allowed:

Post-Doctoral Research Associate or Visiting Research Faculty position would be appropriate in most circumstances.

Please review already established procedures for student, staff, faculty positions to determine if your situation may be appropriate in one of those categories.

If this appointment will be “Adjunct”, please be advised that these positions should not be taking the place of a paid position – such as a post doc or graduate assistant. For example: if funding runs out on a project, you may not appoint someone to one of these positions while awaiting additional funding.

Visiting: From outside the U.S. or another Institution (Being supported by that institution or program)

Adjunct: Unpaid

Research: Will not be doing any teaching here only research

Add the word you need: Visiting/ Adjunct/ Research/Assistant/Associate/Professor

The current offer letter template for “Visiting Faculty” may be found on the Executive Vice Chancellor’s website along with all other offer letter templates for faculty positions.
http://academicaffairs.unl.edu/searches-appointments/appointments-templates

Please send a draft of the offer letter to COE HR for review before gathering signatures.

If the individual does not have a Ph.D.

They should be following the admission process for non-degree students. After working with ISSO to get the J-1 Visa, the student then needs to apply for express admission as a “Non-Degree, Post-Baccalaureate” http://www.unl.edu/gradstudies/prospective/reqs#express, request express admission and once admitted, enroll in 1 credit hour. Angela Bryan (472-9541) is a good resource for questions about the process. Engineering Student Services can assist with the permission codes for credits with zero tuition. The student may then be hired as a student worker or research assistant.

Visa type:

If the individual is not a U.S. Citizen, a J-1 visa is usually the most appropriate visa status. There are several J-1 visa types. See the International Student and Scholar Office for more information and to determine the best type of visa for this individual. http://isso.unl.edu/forms.library