**Visiting Scholar Application Form**

|  |
| --- |
| **General Information** |
| **Visit Details** |
| **Expected Duration** |  |
| **Start date** | DD/MM/YYYY | **End date** | DD/MM/YYYY |
| **Hosting Department/Center** |
| **Department/Center** | Either department or center  |
| **Host** |  |
| **Funding Source** *(required field)* |  |
| **Requested Support** | **Air tickets**: ☐**Airport Transfer:**[ ] **Accommodation:** [ ] **Honorarium:** [ ]  (Please refer to [‘Benefits’ section 7](https://ri.kfupm.edu.sa/dr/policies/proposals-grants/internally-funded-research-grant-procedure/international-visiting-scholars-program-guidelines) for guidelines on honorarium) |
| **Provenance** | e.g. London – DMM - London |
| **Visiting Scholar Information** |
| **Name** |  | **Position** |  |
| **Email address** |  | **Home institution** |  |
| **Is the proposed Visiting Scholar participating in** **any active projects** | If yes please identify the project # and his position (Consultant, External Collaborator) |
| **Has the Visiting Scholar visited KFUPM before?** | [ ]  No[ ]  Yes - please provide a copy of the post-trip report(s) as part of the application |
| **Proposed Activities During Visit at KFUPM** |
| [ ]  **Research collaboration** |
| [ ]  **Seminars**  |
| [ ]  **Course material development/enhancement** |
| [ ]  **Other:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |

|  |
| --- |
| **Purpose of Visit** |
| *Provide brief description of the main purpose of the visit, and the expected benefits and contributions to the hosting department/center.* |
|  |
| **Visitor Research focus areas** |
| State the general research areas or domains of expertise of the visitor |
|  |
|  |
|  |
|  |

|  |
| --- |
| **Visit Plan**  |
| *Outline the general plan of the visit, and brief description of main activities*  |
|  |

|  |
| --- |
| **Research Plan** |
| *In case of research activities will be carried out during the visit, provide a brief description about the research plan (e.g. objectives, research tasks/activities, significance of visit for research conducted at host unit, .. etc.)* |
|  |

|  |
| --- |
| **Collaboration** |
| *Check one or more of the following options and provide a brief description of the previous or potential collaboration activities with KFUPM if any.* |
| [ ]  | **Previous Research Collaboration with KFUPM** Brief description: |
|[ ]  **Potential Research Collaboration with KFUPM in Future**Brief description: |

|  |
| --- |
| **Expected Outcomes from the Visit**  |
| *Describe the expected outcomes of the visit and benefits/impact to KFUPM* |
|  |

|  |
| --- |
| **Supporting Document(s)** |
| [ ]  **CV** |
| [ ]  **Other (optional):** |

|  |
| --- |
| **Feedback on visit plan from Research Centre Director**  |
|  |
| **Name:**  | **Date:** |
| **Designation:** |

|  |
| --- |
| **Feedback on visit plan from Department Chair**  |
|  |
| **Name:**  | **Date:** |
| **Designation:** |