

## Policy on Visiting Scholars

St. Thomas University recognizes that scholars visiting the campus have the potential to make important contributions to our institution's research culture. To ensure that invitations are extended to such scholars in a consistent and transparent manner, STU has developed the following policy on Visiting Scholar appointments.

The Visiting Scholar appointment is made at the discretion of the Associate Vice-President (Research) based upon a recommendation from a Department Chair or Program Director.

1. Visiting Scholars can be appointed for periods up to, and including, one year.
2. Visiting Scholars will be provided with complimentary library access for the duration of their visit.
3. Department Chairs/Program Directors must submit nominations for Visiting Scholars to the Associate Vice-President (Research) at least 30 days in advance of the Visiting Scholar's anticipated arrival on campus.
4. Submissions to the Associate Vice-President (Research) must include a letter of support from the Department/Program and a copy of the nominee's full academic *curriculum vitae*.
5. The Associate Vice-President (Research) will endeavour to respond to requests within five business days.

*Approved by Senate (October 19, 2017)*