University of Kentucky
College of Engineering

Visiting SCHOLAR Approval
(non-teaching)

A visiting SCHOLAR (VS) must have a Ph.D. and is "an individual who is pursuing an independent program of research at the University, or is participating in an existing research program, ordinarily while on leave from another professional position." Individuals in VS positions should NOT be teaching and should NOT be a student visiting from another institution. **AR 5:1** stipulates that VS classification confers "a temporary appointment for a term not to exceed one year, subject to renewal in exceptional cases if approved by the Provost or Vice President for Research".

Please complete this form (including COE Department Chair signature/date), attach letter sent and signed by the Visiting Scholar, CV and email to callie.viens@uky.edu .

Visiting SCHOLAR'S Name: _____

Department: _____

Start date/Extension Start date: _____**End date/Extension End date:** _____

Is this an extension request? _____ **YES** _____ **NO**

If an extension request, please provide the original start/end dates below:

Original Start date: _____ **Original End date:** _____

Sponsoring faculty member's name: _____

Explanation of visiting SCHOLAR'S work while at **UK COLLEGE OF ENGINEERING**:

APPROVALS:

_____ _____
COE Department Chair Date

_____ _____
Sue E. Nokes, Ph.D., P.E. Date
Associate Dean for Faculty Affairs and Facilities

What happens after this form is approved? *Callie Viens will (1) obtain the signature approval of the Associate Dean for Faculty Affairs and Facilities, (2) will enter the board action into the Faculty Database (FDB), (3) will forward the complete packet to the Provost Office and (4) notify the requester via email once Provost approval has been granted.*