

Fu Foundation School of Engineering and Applied Science Intent to Sponsor Form

Individuals who will be invited to conduct collaborative or independent research or to provide services to the University must be issued a letter of invitation or appointment that complies with Columbia University policy as set by the Office of the Provost. Prior to an invitation or offer letter being issued, please submit to the Office of the Provost's Division of Academic Appointments for approval:

1. This completed form with all required signatures
2. A copy of the proposed invitation or offer letter
3. A copy of the individual's CV

Information on the Visitor	
Name (First, Last): _____	Home Institution (if any): _____
Visitor Title at Home Institution: _____ (if no home institution, provide information on the nature of the profession)	Highest degree earned prior to intended start date: _____

Information on the Visit	
Dates of visit: From _____ To _____	Name of SEAS Department/Center/Institute: _____
Name of SEAS Faculty Sponsor Issuing the Invitation: _____	
Purpose of visit to Columbia University: _____	
Will the visitor:	
Require access to RASCAL: <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, explain: _____	Give a single lecture? <input type="checkbox"/> Yes <input type="checkbox"/> No
Participate in classroom instruction? <input type="checkbox"/> Yes <input type="checkbox"/> No	Receive remuneration: <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, what amount and what form (salary, stipend, reimbursement)? _____

Foreign nationals will ordinarily need a J-1 visa in order to visit the University.	
The J-1 visa status promotes the safety and well-being of visitors to the U.S. through regulations, among which:	
<ul style="list-style-type: none">• Require the visitor to comply with health insurance coverage levels set by the U.S. Department of State• Require the visitor to document adequate funding sources to support the stay• Involve a visa application review by a U.S. consular officer to ensure the applicant poses no security or related risk to the United States• Require Columbia University to provide orientation programs and immigration-related advisory services during the program (handled through the ISSO)	
Those in "visitor" visa status (B-1, B-2, Visa Waiver Program) generally come to the U.S. for a short duration for the purposes of tourism, consultation with business associates, convention or conference attendance, and not for the purpose of scholarly exchange. For this reason, visitors conducting collaborative or independent research or offering a course must not come in with tourist/visitor visa status.	
Please indicate the visa status he/she will hold while here:	
<input type="checkbox"/> J-1 Exchange Visitor Visa Status (either through Columbia University or another J-1 visa sponsor). If another visa sponsor, please identify the sponsor: _____	<input type="checkbox"/> Externally sponsored visa (through a separate U.S. employer/university/organization). Please identify the visa type and sponsor: _____
<input type="checkbox"/> U.S. Citizen, Permanent Resident, Pending Immigrant.	<input type="checkbox"/> Other. Please explain: _____

Confirmation of Understanding of the Terms/Policies of the Invitation:	
These signatures confirm understanding of the terms of the invitation and the faculty sponsor's and academic unit's intention to invite and host the scholar according to these terms during the dates of the invitation.	
Signature of Inviting Faculty Sponsor: _____	Date: _____
Signature of Chair/Director/Dean: _____	Date: _____
Approval Section to be completed by the Division of Academic Appointments, Office of the Provost	
Approved: _____	Date: _____
Reason for non-approval at this time: _____	Date: _____