

***Current CV must include:**

- Full name, with link to applicant’s professional website
- Home academic/professional institution (please include link to English-language home page)
- Date of birth, Gender, Permanent address, Email address

****Letter of Sponsorship should address:**

- Was this proposed appointment the result of a formal application and selection process? If yes, please describe.
- If not, please describe how this visiting scholar/researcher was selected.
- Please describe the visitor’s research/educational project.
- Does the visitor’s research intersect with a project you are directing? If not, is it self-initiated and directed and/or part of a larger project at a home institution?
- How will the visitor’s presence and research benefit the GSD/department and/or your research agenda? What is the benefit to the visitor of the time spent at Harvard?
- If relevant, please address any circumstances that may pose a conflict of interest with the proposed appointment? (eg., current or previous relationship between the visitor and GSD/Harvard, visitor’s professional or academic activities and financial interests and those of the GSD?)
- Is the visitor well-known in his/her sphere and likely to attract any public attention? If so, how?

APPROVALS

I/we affirm that I/we have reviewed the visitor’s credentials and discussed the proposed project with the visitor, and that both are consistent with the School’s mission, standards, and expectations. To the best of my/our knowledge, other than as may be indicated herein, the visitor:

- is not a member of or affiliated with any institution that is on the U.S. Government Restricted Party List (<https://www.export.gov/csl-search>)
- has not been found to be in violation of any applicable federal, state, and local laws and regulations bearing on his/her fitness for a Harvard appointment;
- has been informed of Harvard University’s faculty policies and procedures (including but not limited to those related to conflicts of interest) <https://provost.harvard.edu/pages/policies>; and relevant policies of the GSD;
- has reviewed and if appointed is prepared to sign the university’s Visitor Participation Agreement <https://vpr.harvard.edu/visitor-participation-agreements>;
- has not been sanctioned or disciplined by any legal, regulatory, or institutional authority.

Also, to the best of my knowledge, there are no pending or closed investigations or other concerns that raise questions about the visitor’s academic integrity or professionalism, or the quality of the visitor’s contributions to the Harvard community.

Sponsoring Faculty Signature

Date

Department Chair’s Signature

Date

Approved:

Director of Faculty Affairs *for the Executive Committee*

Date