



VISITING GRADUATE STUDENTS

Position Titles: Visiting Graduate Assistant; Visiting Graduate Fellow; Visiting Graduate Trainee

Requirements for Visiting Graduate Students

1. Visitors will be enrolled (or active) in accredited graduate degree programs elsewhere (U.S. or abroad).
2. Visitors will participate at UVM in formal fellowship programs or graduate-level research projects under the direction of UVM faculty.
3. Funding for the fellowship or research activity generally will be from external sources.
4. Visitors will normally perform the equivalent of at least five credit hours of coursework or research credit per semester during the term of the appointment.
5. Visitors will enroll for a Visiting Graduate Student Research section of GRAD 902 or 903, depending on the level of expected effort, each term they are at UVM. Permission to enroll in the section is required from the Graduate College. Fees* and level of access to UVM facilities are established by the enrollment level with a minimum provision of a UVM student ID card and access to the library, fitness center and bus privileges and can be found at <http://catalogue.uvm.edu/graduate/academicenrollment/continuousregistration/>.
6. With the equivalent of half-time student status (GRAD 902), visiting graduate students will be eligible to enroll in the UVM student insurance plan. Normally, visitors will be required to show proof of existing medical insurance coverage comparable to or greater than the UVM student insurance plan, or else to enroll in the UVM plan.
7. Visitors will be appointed for a term of up to one year as determined by the Dean of the Graduate College and consistent with the educational objectives of the Visitor. Visitors may be reappointed by the Dean; in most cases the maximum total period of Visitor status will not exceed two years.
8. Visitors enrolled for Visiting Graduate Student Research are not enrolled in UVM degree programs and thus will not be eligible for financial aid, i.e. federal loans or work/study, through The University of Vermont.
9. Visitor appointments will be made by the department or program subject to the approval of the college or school and the Dean of the Graduate College. Appointing departments will request Visitor status from the Graduate College Dean's Office by providing a description of the research or other academic activity, an official transcript or a letter from the student's home institution indicating that the student is currently enrolled or active in a graduate program at that institution, and a completed cover sheet with basic background information. The Graduate College Dean's Office will maintain a file on all individuals appointed as Visitors.

*2021-2022 fees are \$200 per semester for GRAD 902 and \$300 per semester for GRAD 903. For students who also want eligibility to utilize the Center for Health and Well Being and/or to purchase UVM health insurance, an additional fee of \$371.50 is required. The estimated annual health insurance premium for the 2021-2022 school year is not yet available; the 2020-2021 premium was \$2,694 per year.



Request for Visiting Graduate Student Status

Date of Request: _____ **Name of Visiting Student:** _____

Student's Current Email Address: _____

SS#: _____ **Date of Birth:** _____

Address and Telephone Number where Visiting Student may be reached (prior to UVM arrival):

Home Institution: _____

Address: _____

Program of Study/Department _____ **Degree Objective** _____

Sponsoring UVM Department _____

UVM Faculty Mentor _____

Visiting Graduate Students will be appointed with one of the following titles:

Visitors funded on sponsored research grants and contracts: Visiting Grad Assistant

Visitors funded on external fellowships, traineeships or general funds: Visiting Grad Fellow or a Visiting Grad Trainee

Title _____ **Term of Appointment From:** _____ **To:** _____

Amount of funding _____ **Source of Funding** _____

Will the Visitor's UVM sponsored activities be equivalent to at least five (5) credit hours of coursework or thesis/dissertation research? _____

Approvals (Signatures):

UVM Faculty Mentor _____ **Date** _____

Department Chairperson _____ **Date** _____

Unit Dean _____ **Date** _____

Graduate College Dean _____ **Date** _____

IMPORTANT: A brief Research/Study plan for work to be accomplished at UVM, and an official transcript or letter from the home institution indicating active status in a graduate degree program, must accompany this Request Form. Please note that the Research/Study at UVM must be applicable to the Visitor's degree program at the home institution.