

OVERVIEW

The School of the Art Institute of Chicago (SAIC) recognizes the value of sponsoring visiting art and design research scholars so they may experience the teaching and learning environment at SAIC. Scholars must be sponsored by an academic department and approved by the Dean of Faculty prior to the visit. Research Scholar positions are one semester in length and available in either the fall or the spring semester. The application, selection procedures, and expectations are set forth below.

RESEARCH SCHOLAR APPLICATION PROCESS

Prospective research scholars must submit an application to an academic department chair at least one semester in advance of the intended period of research.

The application consists of the following materials:

- Research proposal
 - summary of research project
 - timeline for the visit; either SAIC fall or spring semesters
 - list of source(s) and details of funding
 - proposal for a lecture or other presentation of work at SAIC
- CV

International scholars with a residency of longer than 90 days will:

- provide all required materials for application for a Research Scholar (J-1) Visa with SAIC as the sponsoring institution
- pay all visa processing fees
- agree to comply with all requirements and eligibility dates associated with the visa

SPONSORING ACADEMIC DEPARTMENT PROPOSAL

- Submit the proposed scholar's application materials to the Dean of Faculty
- Submit a support letter that:
 - provides evidence of the unique qualifications of the research scholar
 - outlines the benefits to the SAIC community
 - clarifies any unusual components of the proposal (e.g., unusual resources that SAIC might have to provide)
 - appoints a full-time member of the faculty in the department to be the research scholar's host
 - identifies an appropriate public presentation of work, e.g., exhibition or lecture

TERMS OF RESIDENCY

During their residency, research scholars:

- will be granted an SAIC ID card, which will grant them access to the School and Museum as well as their libraries
- will present work or a lecture to an appropriate student or community gathering
- will cite SAIC as the sponsoring institution on all materials produced, published, or otherwise created during or as a result of the residency
- *will not* receive pay, cost reimbursements, or benefits from SAIC
- *will not* receive tuition remission for degree courses at SAIC
- *will not* be given individual office or studio space (on- or off-campus)
- *will not* receive administrative support or services, including those related to travel or accommodation.