CSUN INTERNATIONAL VISITING ACADEMICS AND PROFESSIONALS PROGRAM
Guiding Principles and Policies

What is the CSUN International Visiting Academic and Professionals Program:
An increasing number of international institutions/nations provide funding for their academics/faculty and professionals to have an international experience. This kind of experience is frequently considered to be a form of professional development. The goal is to have a promising academic or other professional spend one or two semesters abroad developing the start of collegial network with U.S. faculty in their field, learning the approach to teaching used in U.S. universities, expanding their professional skills in a given field at the advanced level and/or refining English language skills.

Who is Qualified for the CSUN International Visiting Academics and Professionals Program: Senior professionals in fields of teaching, research, and/or administration of interest to CSUN and/or academic faculty or administrators from institutions of sound academic reputation and the equal of ministry recognition in their home nation may apply to the CSUN International Visiting Academics and Professionals Program. The applicant must have completed university study in his/her field at the master’s degree level or above. The applicant must have a sound study plan for the duration of the proposed visit that the CSUN department, college, or administrative unit/division in question judges to be in keeping with CSUN teaching, research, and/or faculty/staff development priorities.

Required Funding and Program Costs: The applicant must show that they have the full funding required for their complete travel to CSUN and living expenses (housing, food, and incidental expenses – a minimum of $1,500 per month) as well as the cost of programs and academic support services at CSUN currently $5,000 per semester. Applicants accepted to the program will be asked to pay this program fee before the applicant is admitted to the CSUN Visiting Academics and Professionals Program and the DS-2019 is issued.

Distribution of the $5,000 per-semester program fee:

- $500 for Chancellor’s Office and Campus Overhead
- $1,000 for Applications, Admission, Financial Management, Record Keeping, Visa Processing and Other Administrative Cost
- $1,000 for the Departmental for the Assigned Mentor’s Time and Resources
- $2,000 for the College/Department Hosting Resources
- $500 for Campus Fees for Services and Resources (Health Center Access, Library, Counseling Access, etc.)

Note: The fees are distributed to the state-funded units to reimburse for the use of the time of state-funded staff and faculty and the state-funded resources of the University, colleges, departments, and special services like the library.
How Long: One or two semesters (i.e., an academic year) is the typical length of stay. Occasionally, a full calendar year’s stay may be appropriate but if a college/department wishes to accept/approve a Visiting Academic and Professional Program applicant for a full year there should be very specific plans in place for that visitor to have a robust research, study, and/or lecturing plan in place for the Summer Term (which is not always possible if faculty working with the visitor in question are not working in the Summer Term).

How Many: As a general practice, given the time and attention required to appropriately mentor/support a visitor of this kind, it is not recommended that a department accept/approve more than one a Visiting Academic and Professional Program applicant to be in residence in any given semester. Each visitor should have an assigned faculty mentor (from the full-time faculty of the department in question) and no one faculty member should be mentoring more than one visitor per term given the time and effort needed to host such a visitor well. Each college may wish to set an overall per semester limit for visitors on the college overall based on the dean’s sense of how many visitors the college can host well in any given semester.

English Language Instruction for Visitors: Visitors who also wish to have access to English language training during their visit can have access to one class per day in the CSUN intensive English program for an additional $2,500 per term.

For visitors who wish to have individual English language tutoring and training during their visit, an instructor can be identified whom the visitor can engage for the semester (generally the minimum individual tutoring assignment for an instructor would be 100 hours per semester with a estimated cost of $75 per hour).
Applicants accepted to the program will be asked if they wish to include one or both of these English language study options in their visit and the necessary additional arrangements will be made and additional fee will be calculated before the applicant is admitted to the CSUN Visiting Academics and Professionals Program.

**How Are Applicants Selected for Admission to the Program:** If an applicant meets all the qualifications, demonstrates access to adequate funding to support his/her proposed visit, completes the online application linked from http://tsengcollege.csun.edu/programs/IPP/IVAP/apply and submits the non-refundable deposit of $400, the application will be reviewed by the chair of the department and the dean of the college in which the applicant proposes to study or by the lead of the administrative unit/division from which the applicant proposes to learn. If the chair and dean or the administrative lead as appropriate finds the proposal to be in keeping with the values and priorities of department, college or administrative unit, they sign the approval form accompanying the application and route it as the signature form directs.