**Waterloo Institute for Nanotechnology**

**Visiting Scholars Program**

**REQUIRED INFORMATION FOR APPOINTMENTS**

(Research Associate/Postdoctoral Fellow/ Visiting Researcher/Visiting Scholar/ Visiting Scientist)

***Due minimum of four (4) months before proposed visit date.***

1. **[ ]  Visiting Scholar Appointment Information**:

|  |  |
| --- | --- |
| Name of WIN Host Member:  |  |
| Department: |  |
| Start Date: |  |
| End Date: |  |
| Appointee Name:(as indicated on passport) | First: Last: |
| Brief description of duties: |  |

1. **[ ]  Visiting Scholar Personal Information**:

|  |  |
| --- | --- |
| Current Position: |  |
| Institution: |  |
| Address of Institution: |  |
| Birth date: month/day/year |  |
| SIN: |  |
| SIN (expiry if temporary): |  |
| Emergency Contact Person: |  |
| Emergency Person phone: |  |
| VISA status (PR, visa, other): |  |
| Passport Number: |  |
| Country of citizenship: |  |
| Country of birth: |  |
| Areas of expertise: |  |
| Email Address: |  |
| Telephone Number: |  |
| Full Mailing Address: |  |

1. **[ ]  Memo addressed to WIN Executive Director:** *(faculty member to complete)*
	1. State reason for nomination
	2. Copy of preliminary invitation letter with details of matching funding support
2. **[ ]  Current CV:** (*supplied by appointee*)
3. **[ ]  Verification of Highest Degree**: (*copy of degree/certificate* ***or*** *unofficial transcript are acceptable)*

WIN Host Supervisor Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_