If you are an undergraduate or graduate student from another academic institution that is planning to conduct research at Vancouver Island University, you are required to fill in this form to obtain approval for your research activity. When completed, you will need to attach the signed copy to your VIU online Application as a Visiting Student Researcher (VSR) and you will be required to register in either VURS 400 (for undergraduate students) or VGRS 500 (for graduate students). As a VSR, you will be registered in a graduate or undergraduate program at your home institution and you will be supervised by a VIU faculty member during your visit. If you are from another country, International Education will review and approve the offer. Applications to become a visiting student researcher must be approved by the Dean of the Host Faculty.

### Applicant:

First Name(s):

Last Name(s):

Student’s home university/department/faculty:

Student’s area of study:

Start date: End date:

### Title of Research Project/Thesis/Dissertation:

### Description of Proposed Research Activities at VIU including (up to 1000 words):

### Research objectives

### Scope of work / key responsibilities as a Visiting Student Research at VIU

### Particular research skills/experience/expertise that you will be applying

### Particular research skills/experience/expertise you hope to develop

### Articulate linkages between proposed research activities and graduate studies at home institution

### VIU Supervisor:

First Name(s):

Last Name(s):

Email:

Telephone Number:

Faculty, Department:

Signature:

Date: (YYYY-MM-DD):

### Home Institution Academic Supervisor:

First Name(s):

Last Name(s):

Email:

Telephone Number:

Faculty, Department:

Signature:

Date (YYYY-MM-DD):

### Do you have any sources of funding for the duration of your visit?

### Funding

### Personal

### Other (please describe)

### Will you be receiving a bursary/honorarium/scholarship/stipend from a VIU faculty member?

### Y/N

### Please check one that describes the nature of your planned research activities at VIU:

I will be conductng my own research project

*You have a clear research question or project to address. You have a supervisor at your home institution who is responsible for ensuring that your research project meets the requirements of your home institution and reviews the progress of your research project. You have a VIU supervisor committed to providing some level of guidance and support throughout your time here.*

I will be assisting a VIU faculty member with one of their research projects

*You wish to have a research experience under the supervision of a VIU faculty member connected to an existing/planned VIU Research Project. You will join either a research lab or will do research tasks as set by your hosting supervisor, in-person, while at VIU. Supervisors are required to develop a research plan for you and be more involved in the supervision and mentoring, as you will be directly supporting your supervisor’s research.*

### VSR Personal Conduct:

By signing this form, you agree to abide by the following set of rules, regulations and VIU policies and procedures:

* *You are expected to conduct research upholding academic standards and integrity, while following ethics regulations and research principles.*
* *You are expected to comply with the research schedule as outlined by your host supervisor.*
* *You are not able to miss a scheduled research day unless for illness reasons.*
* *You are expected to follow the rules, safety procedures and regulations from your home institution.*
* *You are expected to follow the rules, safety procedures and regulations from your host institution VIU.*
* *Any issues or disputes around research or academic misconduct will be subject to the VIU and home institution’s processes and policies.*
* *For more information on VIU’s Student Conduct Code, please visit the link:* [*Student Conduct Policy*](https://www.google.com/url?client=internal-element-cse&cx=015849746502942928064:nbyhbbu0ycm&q=https://isapp.viu.ca/policyprocedure/docshow.asp%3Fdoc_id%3D21115&sa=U&ved=2ahUKEwj_w7W22p31AhWPjIkEHcj8AEIQFnoECAEQAQ&usg=AOvVaw2qYy54RK1RgSi3-DShmLvU)
* *For more information on VIU Academic standards and integrity,* *please visit the link:*  [*Integrity & Conduct/Misconduct Policy*](file:///C:\Users\mbnor\Downloads\PNP50560848.PDF)

In addition, if you will be performing the research in Canada you must:

* *Meet your home institution’s requirements and policies and adhere to them regarding international mobility. The typical research schedule will be that of a full-time workweek in line with the host and home academic universities’ policies and requirements.*
* *Meet all necessary travel requirements, including financial support, for your intended stay at VIU.*
* *International visiting student researchers be registered in the mandatory* [*guard.me International Insurance*](http://www.guard.me/viuinbound) *plan.*
* *Agree to treat VIU staff and members with professionalism and respect.*

### Applicant:

Name(s):

Signature:

Date (YYYY-MM-DD):

### Dean:

Name(s):

Signature:

Date (YYYY-MM-DD):