

Visiting Scholar (Researcher) Appointment - Not an Employee

DATE

To:

Dear

I am pleased to extend this invitation as Visiting Scholar in the Department of _____ at the University of New Hampshire, Durham, NH, effective _____ to _____.

This offer and start date are contingent upon completion of a satisfactory background check and your ability to present proof of valid work authorization to be legally employed in the United States. If you accept our offer, the Office of International Students and Scholars is an excellent resource and is available to assist you if necessary. You will receive an email from the background check vendor, *Hireright*, with instructions to complete the background check process online. Please respond to this request as soon as possible as the background check can take up to two weeks to process.

The UNH Office of International Students and Scholars (OISS) can assist you with the necessary visa paperwork for your visit to UNH. Please contact the UNH Office of International Students and Scholars Director or International Employee Specialist at (603) 862-1288.

Your responsibilities are to work with members of the _____ research team to _____.

As discussed, you will not be eligible for salary or benefits with this appointment. The Department of _____ will provide office space and/or laboratory space, library access, research resources and email access. You will remain on the support by the _____ Program and will not be identified as an employee of UNH. UNH will not pay your salary and you will not be entitled to UNH benefits, including but not limited to any worker's compensation or unemployment compensation through UNH. UNH shall not be liable for any claim arising out of your actions or failure to act. You shall not be liable for any claim arising out of any action or failure to act by UNH, its employees, or agents.

Policies regarding research integrity, safety, and administration can be found at: _____

Please let me know of your decision to accept this offer in writing by _____.

Sincerely,

Name

Title

I accept this offer:

Name

Date

Copy: Business Service Center

UNH Office of International Students & Scholars – Director & International Employee Specialist
Human Resources

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