Application to undertake an Academic Visit

Please complete this form and return it to Director of Research, Helen Woolley: h.woolley@sheffield.ac.uk.

**Purpose of Visit (please tick appropriate box)**

**Research**

**Erasmus**

**Other (please give details) . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .**

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| **Title** | Prof/Dr/Mr/Mrs/Miss Ms |
| **Surname/Family name** |  |
| **First name** |  |
| **Male/female** |  |
| **Contact address** |  |
| **Telephone number** |  |
| **Email address** |  |
| **University** |  |
| **Position in University** |  |
| **Name of Department of Landscape Architecture staff who would be your Academic Liaison:**Member of staff you wish to work within the Department of Landscape Architecture, University of Sheffield.You MUST have communicated with that member of staff and got their *provisional* agreement to have you work with them.This does not, however, guarantee that your application will be successful. |  |

**Please give brief details of visit requested**

Please attach a link to an online CV, or attach an electronic CV to this application.

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| **Application Information** |
| Proposed dates of visit | From:To: |
| Reason for proposed visit and benefit to the applicant |  |
| Benefit/contribution to the Department of Landscape Architecture, University of Sheffield |  |
| Is English your first language?If No what English qualification do you have? What level of that qualification do you hold? (please remember that we recommend that you have score of 7 for IELTS). | Yes No |
| Have you secured funding for the visit?If Yes, please give details of fundingIf No please give details of how the visit will be funded.Please remember that there will be a£1,000 bench fee for each semester/summer recess to be paid. |  |
| **Proposed research, scholarship, presentations, seminars or teaching activities to be undertaken during the visit (please use a separate document if necessary).** **Please include research outputs such as research funding applications, peer reviewed papers, proposals for ongoing future research** |
|  |
| **Date** | **Signed** |

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| **For Department of Landscape Architecture’s use only** |
| **Date received application** |  |
| **Supporting statement****from departmental****sponsor in the****Department of****Landscape Architecture,****University of Sheffield** |  |
| **Application processed to****Departmental Research****Committee** | DATE |
| **Awarded/rejected** |  |
| **Applicant notified** | DATE |