

DATE: May 17, 2021  
TO: Potential Visiting Scholars  
FROM: Karen L. Jones, Executive Director of Global and Graduate Programs  
SUBJECT: Visiting Scholars Program Information

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## **VISITING SCHOLAR PROGRAM INFORMATION**

The University of Houston Law Center (UHLC) welcomes foreign scholars to come to Houston to use its facilities to conduct their research and learn about U.S. law and law teaching. The Law Center is happy to extend invitations to qualified scholars and others who would like to use its extraordinary law library.

### **THE VISITING SCHOLAR PROGRAM**

The Visiting Scholar Program at UHLC provides an opportunity for those engaging in legal research to visit UHLC for a specified period of time and take advantage of our law school facilities and local resources. Scholars who are accepted as Visiting Scholars at UHLC have access to a shared office, internet, a UH email account, full access to the Law Library and other campus resources.

Visiting scholars are not required to engage UHLC faculty. The standard offer letter for a visiting scholar will not commit any particular UHLC faculty member to the visiting scholar. However, once on-site, visiting scholars may invite consultation by members of the faculty with expertise relevant to their interests and the Global and Graduate Programs office may facilitate such introductions where applicable. They may also make arrangements, with the professor's permission, to audit their classes, space permitting. No transcript is provided for auditing, but there is also no tuition charge or fees for the program.

Visiting Scholars are encouraged to participate in faculty seminars, continuing legal education (CLE), workshops and other activities that occur at the UHLC.

Foreign visiting scholars are welcome to attend some of the orientation courses provided for foreign-trained law students and we make an effort to include visiting scholars in the social activities and professional visits that are planned for the foreign-trained students and scholars throughout the year.

We also encourage Visiting Scholars to seek opportunities to share and present their research during their visit at UHLC.

### **APPLICATION**

Scholars interested in being accepted at UHLC as a Visiting Scholar must complete the application form (see Global and Graduate Programs website) and submit the required documentation (resume or CV, short research plan or summary and funding source) to [UHLCCGGP@Central.UH.EDU](mailto:UHLCCGGP@Central.UH.EDU). Upon receipt of all required information, a review of the candidate will take place, a decision will be made and the

candidate will be notified. Non-native speakers of English are required to provide information about their level of English language competence. An English proficiency test score is required for application. Consistent with UH campus requirements, Test of English as a Foreign Language (TOEFL) score of 70+ or International English Language Testing System (IELTS) score of 6.5+ is the best option to fulfill this requirement. We will also accept a comparable Duolingo test score.

We accept applications throughout the year. However, applications should be submitted by September 1 for consideration in mid-October, by January 1, for consideration in mid-February, and by May 1 for consideration in mid-June. We hope to make decisions by the end of the respective month.

We make every effort to accommodate serious scholars, but at certain times the demand exceeds our capacity to accept visitors.

## **ORIENTATION**

Upon acceptance as a Visiting Scholar at UHLC the Global and Graduate Programs team will assist Visiting Scholars with DS2019 visa (as applicable) and conduct the following orientation to help acclimate the VS to UHLC:

- a) Tour of the law school, including the law library
- b) Introductions to the director of the law library and the international librarian
- c) Packet of information on our LL.M. programs, UH campus, Houston and living options
- d) Introductions to UH legal center(s) relevant to your area of research
- e) Provide access to the Visiting Scholars Office
- f) Class list (relevant to their program of interest)
- g) List of Events taking place at the Law Center

Although Visiting Scholars tend to work independently on their research during their stay at UHLC, the Global and Graduate Programs team is here to assist you in case you have any questions.

## **SCHOLARSHIPS FOR VISITING SCHOLARS**

We regret that we have no scholarship funds to support visiting scholars.

## **LIVING EXPENSES**

Visiting Scholars are responsible for arranging their own housing, living costs, transportation, childcare, etc. Before a DS-2019 form can be issued, scholars will be required to provide financial information to cover living and health insurance costs for the duration of their time in Houston.

## **RESEARCH PRESENTATION**

Although this is not a requirement, we do encourage our Visiting Scholars to take advantage of the opportunity to share the results of their research or present their research-in-progress in a “Lunch&Learn” or “brown bag” informal presentation that may be arranged during your visit. If you are interested in this opportunity you can talk with the Global and Graduate Programs team after you begin

your stay at UHLC. We may not be able to accommodate everyone, but will do our best to facilitate this important academic exchange.

Please complete the application and required attachments, as well as any questions to the Global and Graduate Programs team at: [UHLGGP@Central.UH.EDU](mailto:UHLGGP@Central.UH.EDU).

Kindest regards,

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