DEPARTMENTAL/SCHOOL/INSTITUTE/CENTER PROVISIONAL APPROVAL FOR VISITING SCHOLAR/SCIENTIST DESIGNATION CONTINGENT ON PERSON RECEIVING REQUESTED FELLOWSHIP/SCHOLARSHIP/GRANT

Dear \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_:

This is to inform you that the Vice Provost for Faculty Affairs has approved your designation as a [Visiting Scholar] [Visiting Scientist] in the [department/school/institute/center name] from [date] to [date] under the sponsorship of [Professor/Dr.] [name of faculty member/officer pf research]. contingent on your receipt of the [name of fellowship/scholarship/grant]. We will need a copy of the approval notification from the funding agency before finalizing your stay as a [visiting scholar] [visiting scientist].

The [visiting scholar/visiting scientist] designation is a courtesy designation which carries no formal association with Columbia University. It is not an appointment and does not come with any salary support from the University. The [name of department, school, institute, center] would provide you with access to the internet and to the libraries and/or scientific facilities and equipment identified in your proposal once we have received confirmation that you have been awarded the [name of fellowship/scholarship/grant mentioned above].

 Sincerely,

[Name]

[Title - [Department Chair/Relevant Dean of School/Institute or Center Director]