



VISITING GRADUATE STUDENT (Research Only) PLAN For CANADIAN or PERMANENT RESIDENT STUDENTS

General Information

Visiting Graduate Students (VGS) are allowed to conduct research at the university but do not fall under an approved exchange program. Students are registered as full-time Visiting Graduate Students on the condition that they cannot take courses at Western. VGS will be charged a processing fee and a fee for a Western Student ID card.

Responsibilities of the Student

The student must complete the Visiting Graduate Student (Research Only) Application (below), ensuring that all requested information is clearly indicated. The completed form should be submitted to the proposed host supervisor at Western University.

Responsibilities of the Student's Home University

Upon approving a Visiting Graduate Student Application, the Program Chair, or equivalent, completes a confirmation letter. This letter includes:

- confirmation that the student is in good standing and is enrolled at full-time registration status for the duration of the proposed visit to Western
- acknowledgement of the student's host supervisor at Western
- approval of the research arrangement
- the approved dates and duration of the research period at Western.

Responsibilities of Western University Host Program

Upon approving a Visiting Graduate Student Application, the host graduate program certifies in writing:

- approval of the research arrangement and indicate duration allowed
- that the student will not enroll in any courses at Western University
- that the student will be identified as a visiting student not required to pay tuition fees.

The host supervisor at Western will collect the completed application form, the home university confirmation letter and forward these, along with the Western graduate program letter to the Office of the Registrar at Western for processing (please forward to Rob Downes, Western Student Services Building, room 2140).



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APPLICATION

Last Name*: _____

First Name*: _____

*as it appears in your passport or birth certificate

Birthdate: _____ yyyy/mm/dd)

Gender: _____

Email Address: _____

Full home mailing address:

(*Permanent Residents only)

Country of Citizenship*: _____ and Landing Date*: _____

Home University: _____

Graduate Program Research Area: _____

VGS Status requested for the following dates: _____ to _____

Procedure:

Once completed, this form should be submitted to the host supervisor at Western, along with the confirmation letter from the home university (as described above). The host supervisor will provide these documents and the approval letter from the Western host graduate program to the Office of the Registrar for processing (please forward to Rob Downes, Western Student Services Building, room 2140).

Approval Signatures:

Student Signature: _____ Date: _____

Western Graduate Program Signature: _____ Date: _____

For OOR use only:

Western Student ID: _____ Visiting dates approved: _____

The personal information on this form is collected under the authority of the University of Western Ontario Act, 1982, as amended. For a complete Collection Notice, visit www.uwo.ca/grad.