

SCHOOL OF ENVIRONMENTAL AND BIOLOGICAL SCIENCES

VISITING RESEARCH STUDENT/STUDENT INTERN APPOINTMENT INITIATION FORM

Visiting Research Student
(maximum stay – two years)

Student Intern
(maximum stay – one year)

Name of Student (Male or Female)

Current Mailing Address

Department Name /Faculty Supervisor

Effective Appointment Term

to

UGrad

Grad

F-1

Indicate EAD Expiration Date

New J-1

J-1 Extension

Indicate J-1 Expiration Date

Monthly Proof of Funding for Visiting Research Students - \$1330 for UG Students / \$1666 for G Students.

RU's monthly minimum requirements for Student Interns - \$1417 for UG students / \$1750 for G Students.

Source to Fund Visit

Amount per Month

of Months

Source to Fund Visit

Amount per Month

of Months

Annual Stipend

Hourly Rate of Pay

Indicate Account Numbers to be Paid From

NATURE OF RESEARCH/INTERNSHIP

(Visiting Research Students can work up to a maximum of 20 hours per week) – Class 9

(Student Interns must work a minimum of 32 hours per week) – Class 5

Preparer

Date

and/or

Chair/Faculty Supervisor

Date

Email Form to SEBS-HR:
Business Office for Grant Accounts:
Budget Office for State Accounts:

Teresa Pergher
Rachele Sylvan
Regina Williams