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| EAST ASIAN LEGAL STUDIES at HARVARD LAW SCHOOLAustin Hall, Room 301, 1585 Massachusetts Avenue, Cambridge, MA 02138 |

# VISITING SCHOLAR APPLICATION

**Overview:** Each academic year the East Asian Legal Studies program hosts a number of Visiting Scholars who come to EALS from academe, government, or law practice to pursue their own research and write on a range of subjects. We strive to invite a diverse group of visitors who represent a variety of home institutions, jurisdictions and legal fields.

Contingent on public health guidance, our Visiting Scholars may seek permission to audit one or two law school classes per semester and are provided access to all of the Harvard libraries, including the incomparable collections of the Law School library. The intellectual richness of the Visiting Scholar experience is deepened through required participation in the “roundtable” discussions at which each Scholar shares works-in-progress and seeks feedback from the other Scholars.

**Criteria:** Visiting Scholars are admitted on the basis of a formal application. In selecting applicants, consideration is made of each applicant’s background, field of interest and achievements in scholarship and/or practice, and particular weight will be given to the research proposal and demonstration of English language proficiency. It has been our experience that Visiting Scholars who arrive at Harvard already highly proficient in English benefit greatly from their experience and contribute much more to the institution, and for this reason we ask for a TOEFL or IELTS score. The application submitted must be the applicant’s own work.

**Duration:** The EALS program is able to offer appointments of maximum one year. Applications for research visits of only one semester (or any period less than twelve months) will also be considered. Ideally, appointments should be concomitant with the Harvard academic year (late August to late May), and will start, at the latest, September 1 (or January 15 for the spring semester). With reasonable exceptions for brief trips consistent with visa and other legal requirements, Visiting Scholars are expected to remain in the Cambridge area during the term of their appointment.

**Visiting Scholar Fee:** The EALS Visiting Scholar fee is $700 per month of appointment. EALS has limited financial aid funding which is awarded on a need basis. All applicants (whether seeking financial aid or not) are required to submit a complete and accurate listing of their sources of funding to support their visit – which is subject to verification. Inaccurate statements may lead to denial of one’s application or even revocation of an acceptance. Also, before Harvard University can issue a J-1 visa sponsorship document, we are required by the U.S. Government to verify that each incoming Visiting Scholar has adequate funding -- the minimum financial resources an individual must have available during the time here is $2,500 per month (exclusive of the foregoing Visiting Scholar fee). An additional $417 per month must be available for each accompanying family member.

**Housing:** HLS is not able to provide offices or housing for affiliates who are not candidates for a degree. Our visitors are responsible for securing their own housing, and we suggest visitors start looking online a few months before they arrive. Useful information may be found at the [HIO housing site](http://www.hio.harvard.edu/housing) and the [Harvard housing site.](http://www.huhousing.harvard.edu/other-housing-and-resources/resources)

**Application:** The application deadline is March 15 for the full following academic year or any part thereof. On occasion, the program will consider applications at other times. To apply, complete all sections and follow the instructions at the end of the application. There is a $50 application fee which may be waived in some circumstances.

**Acceptance Decisions:** Decisions pursuant to our regular academic cycle will be communicated by April 30. While we will consider exigent circumstances, applicants should understand that for reasons of fairness to our entire applicant pool, we are unlikely to be able to communicate decisions prior to April 30.

**Caveat:** The foregoing is contingent on public health guidance and accordingly is subject to alteration should circumstances warrant.

# EALS VISITING SCHOLAR APPLICATION

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| **Name on passport** | **First Name Middle Name Last Name / Family Name** |
| **Preferred name** |  |
| **Dates you would like to be at EALS** | Start date: month\_\_\_\_\_\_\_\_ day \_\_\_\_\_\_\_\_\_\_ year\_\_\_\_\_\_\_\_\_\_\_\_ End date: month\_\_\_\_\_\_\_\_ day \_\_\_\_\_\_\_\_\_\_ year\_\_\_\_\_\_\_\_\_\_\_\_ |
| **Date of birth (spell out the month)** |  |
| **Place of birth:** |  |
| **Gender** |  |
| **Country of citizenship** |  |
| **Mailing address** | Permanent: Current:  |
| **E-mail address** |  |
| **Telephone number** |  Home: Cell: Work:  |
| **US Social Security number, if any** |  |
| **Harvard Univ. ID number, if any** |  |
| **Funds available for your time at EALS** | Amounts and sources (proof will be required before admittance to the US): |
| **Health insurance coverage is mandatory**  | You may purchase health insurance for you and anyone with you upon your arrival or keep your current policy. Proof of policy will be required upon arrival. If you are keeping your current policy, please list the company name and policy:  |
| **English language proficiency** | TOEFL or IELTS score and date taken (please attach proof): Formal English study, where and when:  |
| **Family members who will accompany you** | Names, birth dates, and relationship to you: |

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| **Has your education been interrupted for any reason?** | If so, please explain on an attached page. |
| **Have you ever been subject to disciplinary action by a professional organization or academic institution?** | If so, please explain on an attached page. |
| **Have you ever been convicted of a misdemeanor or a felony, or is there any charge pending against you?** | If so, please explain on an attached page. |

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| **Please enter the name of your current employer or university here:** |  |
| **Education** | Please submit a CV which clearly lists your undergraduate and graduate education information including schools (and locations), degrees, majors, and dates of study. **Please attach transcripts.** |
| **Employment** | Please submit a CV which clearly lists your employment history including names of companies or organizations, position or titles, and dates of employment. |
| **Publications** | Please submit a CV which clearly lists your publications with full citations and indicating the languages in which books or articles were published. |
| **Research proposal for study at Harvard** | Please submit a research proposal of no more than five pages. It should include a detailed description of your proposed project, the methodology you plan to employ and your objectives, what resources make EALS the most appropriate setting for undertaking this research, and explain how time spent as a Visiting Scholar fits into your long-range goals. |
| **Research topic** | Please state your research topic in 20 words or less (this will be listed on an internal information page for staff and scholars, if you are accepted): |
| **Personal statement** | You may also submit a separate personal statement of no more than five pages. We receive applications from many outstanding scholars and practitioners from around the world, and we encourage you to take this opportunity to show us how you are different from other applicants. What are your intellectual and professional aspirations? How have you contributed to your community, nation, place of work or study? In what ways would a research stay at East Asian Legal Studies influence your thinking and work in the future? |
| **Recommendation or reference letters** | Please submit two reference letters. If you have previously been at Harvard, at least one reference letter must be from a Harvard faculty member.  |

**Sign and date this application, affirming that the above are true statements:**

**Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Please **email** this application along with your research proposal, personal statement, and CV to johnson@law.harvard.edu.

If possible, please also **email** your transcript(s), TOEFL or IELTS proof, and two reference letters, or tell us if they will be sent separately. Send your fee (check or money order only, payable to “Harvard University”), and any documents you did not email, by regular or registered mail to East Asian Legal Studies, Harvard Law School, 1585 Massachusetts Avenue, Cambridge, MA 02138, USA.