

How to become a Visiting Scholar in Anthropology

The Department of Anthropology at the University of California, Berkeley is able to accommodate a limited number of visiting scholars each year to engage in significant independent research projects. Please allow a minimum of two months for processing of your application.

The Application Process

1. Prospective visiting scholars must find a faculty sponsor among the Anthropology regular faculty. That faculty sponsor will need to be in residence during the applicant's intended stay.
2. Prospective visiting scholars should provide their sponsor with a current CV and brief description of intended research as well as a beginning and end date for their visit.
3. The faculty sponsor and Department Chair will review the application.
4. If the request is approved, the applicant will receive the Department Chair's letter of invitation, along with an e-mail from the HR Coordinator explaining the process, providing application forms, and linking to applicable websites.

Information Regarding Visas

J-1 Visas

Most foreign visiting scholars will need to obtain a J-1 Visa to pursue their research in the Anthropology Department. J-1 Visas are obtained by the issuance of a DS-2019 (which is the "certificate of eligibility").

There are several steps to securing a J-1 Visa and each step takes time. It is recommended that applicants account for the time necessary to advance through the process: 4 months prior to expected arrival date is strongly advised.

1. The applicant should contact the closest US consulate or embassy in his/her home country to find out about applying for a J1 Visa. Consulate and embassy addresses, phone numbers, and information about how long it takes to get a visa are on the US Department of State web site at <http://travel.state.gov>. (Only Canadian citizens are not required to get the J-1 Visa stamp in their passports.)

2. Due to internal security measures, allow UC Berkeley sufficient time to complete the process necessary for issuing the DS-2019. The process may take 2-4 months for the DS-2019 document to reach the applicant—this includes initiating the paperwork, getting approvals, producing the document, and mail or courier time.
3. The applicant is advised to postpone making non-refundable airline or travel reservations. There is no guarantee that documents can be produced and delivered on short notice to conform to premature travel plans. Per #2 above, the applicant should allow sufficient time before his/her flight, make changeable reservations or wait until having the DS-2019 document and J-1 Visa stamp in his/her possession before making travel reservations.
4. Most importantly, the applicant should not attempt to enter the US in any other status other than the J-1. Scholars coming to UC Berkeley in the improper immigration status have been unable to extend their stay, unable to receive payment, or forced to travel outside the US to change their visa status. In some cases, they have been detained at the border, denied entry and put on a return flight home at their own expense.
5. There is a \$450.00 processing fee for DS-2019 certificates. Cashiers check in US dollars only. Credit cards are not accepted.

Additional Information

Mandatory check-in

The INS requires each visitor to check in with and provide a local address to the HR Coordinator within 10 days of his/her arrival in the US, and to notify the HR Coordinator of each change of address during his/her stay.

Facilities

Visiting scholars have access to the library's extensive materials and are given normal borrowing privileges, upon payment of the Berkeley campus fee (\$400) for a campus identification card. (Students and post-docs do not have to pay this fee.)

This card permits access to other campus libraries as well as campus e-mail. Visiting scholars do not have access to secretarial services, office space, office supplies, and generally do not have the use of telephones, fax or express mail services. Visiting scholars are often able to consult with faculty members interested in their field of study, and to attend classes as an auditor.

Living expenses

A single person will generally spend at least USD \$1,600 on living expenses per month. A married couple should expect to incur expenses of at least \$2,100 per month plus \$200 per child. Note that a bank statement in English or a letter documenting amount and source of funding is required for the DS-2019.

Financial aid

Anthropology does not have funds to assist visiting scholars with their living expenses. Nor does it have sufficient staff to aid visitors in securing outside funding.

Social Security No.

If the visitor will be receiving payment of any kind from the University, the visitor must have a Social Security number or get one upon arrival. Getting a Social Security card is free and relatively simple. See:
<http://www.ias.berkeley.edu/siss/practicalinfo/ssndmv.htm>

Housing

Visiting scholars may not occupy university-owned housing. Because of Berkeley's large student population and the limited supply of apartments and houses, it is extremely difficult to locate suitable housing after the school year begins. Renting a house or apartment for less than 10 or 12 months is often difficult. Most visiting scholars who intend to bring families should come in advance of their families to look for housing, and finding suitable housing often takes more than one or two days. Hotel accommodations while a family is looking for housing are expensive.

The following web sites might prove useful in securing housing:

Craigslist.org

UC Housing Cal Rentals Berkeley Connection/Metro Rent Homefinders

eHousingApartment.com

Health Insurance

Visiting foreign scholars must either have adequate health insurance of their own or purchase health insurance through the university. For a detailed statement of the university's regulations, insurance programs, and costs, contact the health advisor at the Tang Center, 2222 Bancroft Way, 3rd Floor, 510.642.8640, or go to the website <http://www.uhs.berkeley.edu>.

Parking

Visiting scholars may purchase a permit to use certain university parking lots at the parking office, located at 2150 Kittredge, Berkeley, 510.642.4283, e-mail: prktrans@uclink.berkeley.edu.

Athletic Privileges

Visiting scholars may purchase a faculty/staff membership at the Recreational Sports Facility, located at 2301 Bancroft Way, 510.642.7796. A monthly, annual or semester membership is offered. Scholars may purchase a faculty/staff discount card to attend football or basketball games at the Athletic Ticket Office, located at 2223 Fulton Street.

Questions?

Please address all questions regarding the Visiting Scholars Program to the Anthropology's HR Coordinator, University of California, Berkeley, Department of Anthropology, 232 Kroeber Hall, Berkeley, CA 94720-3710, Phone: 510.642.2941, Fax: 510.643.8557.