Briefing Memo

Up to date as of October 10, 2019

Visiting Scholar Process

Criteria for status as visiting scholar include:
1. The visiting scholar has a project or series of activities that benefits from an extended MERIT visit.
2. The visiting scholar has a faculty appointment at their home institution.
3. The visiting scholar can fully fund their visit.
4. The visiting scholar is sponsored by a MERIT scientist, scholar or member.

Benefits of the MERIT visiting scholar program:
- MERIT will facilitate meetings with McMaster faculty at the direction of the visiting scholar
- Shared office space with computer access
- Library access
- Opportunity to present at MERIT events

Process for adjudicating a visiting scholar application:
1. Terms are one to four months.
2. Only one visiting scholar at a time.
3. Application for the visiting scholar program is February 1 for a first semester (September to mid December) visit and September 1 for a second semester (February to June) visit.
4. The applicant must have established a sponsor for their visit at the time of application. Please contact merit@mcmaster.ca for any necessary assistance.
5. If the applicant satisfies the above criteria, they can submit an application, which includes their full CV, letter of support from the chair of their home department and a one page outline of the proposed project or series of activities that benefits from an extended MERIT visit.
6. MERIT must have the necessary resources to support a visit during the proposed term.
7. A consensus decision making process will be used, involving MERIT scientists, adjunct scientists, the program manager and the assistant dean. A majority of scientists must be in attendance. The assistant dean must be in attendance.