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| [ ]  APPOINTMENT: | [ ]  REAPPOINTMENT: | Dates:       to        |
| Department Name & Code:      | Dept. Contact:      | Contact’s Phone #:      |
| Candidate’s Name (Last, First):      | Employee ID #:      | Candidate’s email address:      |
| Extension #:      | Candidate’s Bldg./Office/Lab:      | Candidate’s phone #:      |
| Supervisor’s Name:       |
| Visa Type:      **If HIB, attach email from ISC re: prevailing wages** | Visa Expiration:        | Visa Request ID#:       |
| Need Lab Safety Training? **Yes [ ]  No [ ]  If already taken, when**:       (month/year) |
| Misc. Notes:       |

Check proposed title below, complete justification, include APSU Biography form (one per year), and Fellowship/Scholarship (if applicable).

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| **[ ]**  | Research Associate (Title Code 003298/**CWR022**) ([APM 355](http://www.ucop.edu/academic-personnel/_files/apm/apm-355.pdf)) |

A WOS appointment for visiting scholars and scientists of distinguished standing. The candidate must hold the degree of **Ph.D.** or possess training substantially equivalent to that required for the Ph.D., and must have demonstrated exceptional fitness in independent research in addition to that required for the Ph.D. degree. **(\*\*3-year max per request\*\*)**

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| **[ ]**  | Visiting Scholar (Title Code 003299/**CWR015**) ([APM 430](http://www.ucop.edu/academic-personnel/_files/apm/apm-430.pdf))  |

A WOS appointment used to give recognition and campus privileges to visitors whose qualifications are comparable to those of our own faculty members. A Visiting Scholar must possess a terminal degree appropriate for this status and are appointed for short periods **not to exceed one year** (12 months), and more typically, for six (6) months or less. The appointment is self-terminating and reappointment is permitted.

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| **[ ]**  | Visiting Graduate Student (Title Code 003730/**CWR003**) ([APM 430](http://www.ucop.edu/academic-personnel/_files/apm/apm-430.pdf))  |

A WOS appointment for visitors who are enrolled in a degree granting program or equivalent at an institution of higher education other than the University of California. The appointment must serve an academic purpose for the unit in which they are visiting and are appointed for short periods **not to exceed one year** (12 months), and more typically, for six (6) months or less. The appointment is self-terminating and reappointment is permitted.

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| **[ ]**  | Visiting Undergraduate Student (Title Code 003731/**CWR016**) ([APM 430](http://www.ucop.edu/academic-personnel/_files/apm/apm-430.pdf)) |

A WOS appointment for visitors who are enrolled in a degree granting program or equivalent at an institution of higher education other than the University of California. The appointment must serve an academic purpose for the unit in which they are visiting and are appointed for short periods **not to exceed one year** (12 months), and more typically, for six (6) months or less. The appointment is self-terminating and reappointment is permitted.

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| Justification for WOS appointment:  |
|       |
| Fellowship/Scholarship – attach copy if applicable – list job responsibilities in the contract (if job responsibilities justify a postdoctoral scholar appointment then they should be appointed in that title.) |
|       |
| Full Fund Number (FAU) | % of Time (FTE) | End Date |
|       |      % |       |

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| Employee’s Signature |  | Date |  | Supervisor’s Signature |  | Date |

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| Department Chair’s Signature |  | Date |  | Dean’s Signature |  | Date |

cc: Department FAO

* *This appointment is for a specific term, with an ending date as herein set forth, and is not for a longer period unless express written notification is so given to the appointee. In the absence of such express notification, the appointment ipso facto terminates on the designated ending date shown above.*
* *All appointments are contingent upon the appointee being able to provide in accord with Federal law evidence of authorization to work in the United States.*