

## Fulbright U.S. Student Program Commitment to Host a Fulbright Research Student

The [Fulbright U.S. Student Program](#) provides grants for U.S. students who have earned a Bachelor's degree for one year study (non-degree or degree) and for individually designed research projects in Finland. **This form needs to be completed by the institution agreeing to host a Fulbright U.S. student grantee whose primary purpose is to conduct research (not to complete a degree).**

The research conducted by the grantee can be a) an independent research project which the grantee wishes to investigate in Finland during their gap year after bachelor's or master's degree b) master's thesis or c) doctoral dissertation.

Please return this document to the candidate who will then include it in their Fulbright grant application. The grant selections are typically published in early April.

### CANDIDATE

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**Name of the Fulbright Grant Applicant:**

**Title of the Research Proposal:**

### HOST

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**Host institution name:**

**Hosting unit:**

**Name and job title of the academic host/research adviser:**

**Name and job title of the administrative contact person:**

### RESEARCH VISIT

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**Time of the visit:** From \_\_\_\_\_ to \_\_\_\_\_

**Grantee's status at the university (e.g. visiting student):**

*NB! The Foundation urges the host institution to allow the grantee (other than doctoral students) to register with a status which allows student services and benefits.*

**Reasons for the host institution inviting the grantee:**

**Task of the grantee at the host institution:**

**Facilities provided for the grantee by the host institution (e.g. office space, telecommunication connections, library access):**

## **HOST COMMITMENT**

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**The success of the visit depends on many aspects, one being a functional grantee-host relationship which is naturally a two-way street. The support of the academic host and the administrative contact person are crucial for the success of the grantee visit and for making the grantee feel welcomed. By signing the form, the academic host/administrative contact person commits to the following:**

### ***Before the visit***

- read the candidate's actual research proposal, assess its feasibility (given the local context), and discuss on mutual expectations for the visit and for each other
- advise the candidate on research practices in Finland, such as practices and timelines important for data access, and possible ethical approval and review board processes relevant to grantee's project
- make sure *all* necessary practical arrangements for the success of the research visit are made at the host institution by the time the grantee arrives (e.g. work space, key card, email account, passwords, access codes to different user accounts etc.)
- inform the grantee of the working conditions at the host institution (such as work space, research facilities, material access, equipment)
- make sure that the whole host unit as well as the other relevant people at the host institution (academic and administrative) are actually aware of the arrival of the grantee and also of the purpose of the visit
- inform the candidate on applicable deadlines and registration procedures at the host institution (e.g. visiting student application deadline or student union registration deadline when applicable)
- provide the candidate a hosting agreement in due time if required from the grantee by the Finnish Immigration Services Migri (agreement template on [Migri's website](#))
- make sure the grantee is not left without a host even in cases of unexpected circumstances, for example change of jobs, family leave, etc.

***During the visit***

- schedule a formal time to meet with the grantee during their stay at the host institution and discuss expectations (meeting at least once every month is recommended)
- communicate with the grantee and provide guidance and feedback on their research project
- make sure the grantee feels welcomed and is included in different meetings, networks, events and mailing list of the host unit and institution
- provide the same support services available for all the international students and researchers at the host institution, such as orientation and tutor which support the integration of the grantee to Finland
- instruct the grantee how to concretely access different host institution resources and support services that support their research and study plans as well as stay in Finland overall
- help the grantee to connect with professional contacts in Finland
- understand that in addition to pursuing an academic project in Finland, the Fulbright grantee is expected to serve in a role of cultural ambassador between the U.S and Finland and thus has a few compulsory Fulbright events that they need to engage in outside the academic project (exact dates provided by the grantee).

**Please use this listing as a check list for your hosting duties.**

**SIGNATURES**

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**Academic Host**

Name

Email

Phone

Date

Signature

**Administrative Contact**

Name

Email

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Phone

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Date

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Signature

Please contact Program and Alumni Networks Coordinator Inari Ahokas (Inari.Ahokas@fulbright.fi, tel. 044 703 5284) or Senior Program Manager Karoliina Kokko (Karoliina.Kokko@fulbright.fi, tel. 044 5535 268) at the Fulbright Finland Foundation in any further questions.