****

**Fulbright U.S. Student Program**

**Commitment to Host a** **Fulbright Research Student**

The [Fulbright U.S. Student Program](https://www.fulbright.fi/grant-programs-to-finland/fulbright-us-student-program) provides grants for U.S. students who hold a minimum of a bachelor’s degree for studies (non-degree or degree) or for individually designed research projects in Finland for one academic year. **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 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**

**Name of the Fulbright Grant Applicant:** Click to write.

**Title of the Research Proposal:** Click to write.

**Host**

**Host institution name:** Click to write.

**Hosting unit:** Click to write.

**Name and job title of the academic host/research adviser:** Click to write.

**Name and job title of the administrative contact person:** Click to write.

**research visit**

**Time of the visit:** From Click to select date to Click to select date.

*(time period must cover at least nine months)*

**Candidate’s status at the university (e.g. visiting student):** Click to write.

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

**Reasons for the host institution inviting the candidate:** Click to write.

**Task of the candidate at the host institution:**Click to write.

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

**Is the Fulbright candidate able to take courses at the host institution?**

Click to write.

**HOST Commitment**

**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 this 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](https://migri.fi/en/researcher))

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 his/her 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 his/her 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 his/her 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 list as a checklist for your hosting duties.**

**SIGNATURES**

|  |  |  |
| --- | --- | --- |
| **Academic Host** |  | **Administrative Contact Person** |
|  |  |  |
| Signature |  | Signature |
| Click to write. |  | Click to write. |
| Name |  | Name |
| Click to write. |  | Click to write. |
| Email |  | Email |
| Click to write. |  | Click to write. |
| Phone |  | Phone |

|  |  |  |
| --- | --- | --- |
| Click to write. |  | Click to write. |
| Date |  | Date |

Please contact the Fulbright Finland Foundation in any further questions [USstudents@fulbright.fi](mailto:USstudents@fulbright.fi).