Indiana University School of Public Health-Bloomington
International Visiting Scholars Program

Information for Applicants

The IU School of Public Health-Bloomington (SPH-B) International Visiting Scholars Program supports collaborative research between international visiting scholars and SPH-B faculty hosts with similar interests. Annually, the SPH-B hosts 10-15 scholars from around the world. Visiting scholars may propose to remain in residence at Indiana University for a few days, or for up to one year. In most cases, visiting scholar appointments at the SPH-B do not include compensation or financial assistance.

Contents

Indiana University School of Public Health-Bloomington................................................................. 1
International Visiting Scholars Program .......................................................................................... 1
Section 1: About the IU School of Public Health-Bloomington ...................................................... 2
Section 2: What to consider before applying ..................................................................................... 2
Visit scope and collaboration ............................................................................................................. 2
Longer-term research collaborations ................................................................................................ 3
Short-term visit (under 6 months) ....................................................................................................... 3
Research on human subjects ............................................................................................................. 4
Special considerations ...................................................................................................................... 4
Section 3: Application process ........................................................................................................... 4
Section 4: Official invitation ................................................................................................................ 4
Financial Statement .......................................................................................................................... 5
Required Legal Forms ....................................................................................................................... 5
Section 5: Preparation for arrival in Bloomington ............................................................................. 5
Housing ........................................................................................................................................... 5
Travel Arrangements .......................................................................................................................... 5
Health Insurance .............................................................................................................................. 5
Section 6: After for arrival in Bloomington ......................................................................................... 6
Arrival meetings ............................................................................................................................... 6
Resources ......................................................................................................................................... 6
Course auditing ................................................................................................................................. 6
English Language Classes ................................................................................................................ 6
Life in Bloomington ........................................................................................................................ 6
Section 1: About the IU School of Public Health-Bloomington (SPH-B)

Dear Applicant: We invite you to explore the following information and our school website, and to reach out to faculty members with whom you have an interest in collaborating. Visits from scholars are dependent on the ability to identify a suitable faculty member host with similar academic interests for an agreed-upon collaboration, and the availability of the host over the proposed visit dates. Visiting scholars are also expected to share their research project in a SPH-B international forum during their visit.

The School of Public Health-Bloomington has five academic departments, including the:

- **Department of Applied Health Science**, which offers study in dietetics, human development/family studies, nutrition, public health, safety science, youth development, and secondary health education.
- **Department of Kinesiology**, which offers study in athletic training, dance, exercise science, fitness specialist, sport communication, sport marketing and management, and physical education/teacher education.
- **Department of Epidemiology and Biostatistics**, which offers study in the distribution and patterns of health events, and provides statistical methodology on topics in human health.
- **Department of Environmental and Occupational Health**, which offers study in toxicology, occupational health, and global environmental health.
- **Department of Recreation, Park, and Tourism Studies**, which offers study in outdoor recreation and resource management, park and recreation management, recreational sport management, therapeutic recreation, and tourism management.

Section 2: What to consider before applying

Visit scope and collaboration

International visiting scholars might consider joining the IU School of Public Health-Bloomington as a "short-term" J-1 scholar, which is for a maximum of 6-months, or as a "J-1 research scholar" for a longer period. As a “J-1 research scholar”, an individual may stay for longer than 6 months, but there may be limitations on the scholar's return to the US.

Each visiting scholar works with a SPH-B faculty host on an agreed-upon scholarly collaboration. Optimal collaboration is focused, mutually beneficial, and produces tangible outcomes such as published papers or conference presentations. Scholars are also asked to present their research in a semestery SPH-B roundtable.
Long-term research collaborations

Scholars seeking to spend more than six months at the SPH-B should establish specific research collaboration with a SPH-B professor, to be agreed-upon in advance of a formal visit invitation from the school. To begin this process, a research proposal with the following details should be included with a visiting scholar’s application:

- Proposed faculty member host.
- Statement of purpose for the collaboration.
- Specific research question on which the study is based.
- Description of research methods and needs. Note: Use of SPH-B labs may require additional training.
- Timeline for implementation.
- Description of the intended study outcomes and how they will be applied. If the study is intended for publication, presentation, a grant proposal, or other use, please specify where and how this will be done.

Short-term visit (under 6 months)

Scholars hoping to visit SPH-B to observe classes and programs might do so through a short-term visit, ranging from a couple of weeks up to six months. Faculty hosts often prefer that scholars approach these observations through a scholarly framework, focused on key goals and objectives. Therefore, a specific visit proposal is requested for the host faculty member, detailing:

- Statement of purpose for the visit.
- Proposed SPH-B host faculty member.
- Intended outcomes (what the scholar hopes to learn and how this information will be used).
- Proposed activities for the time spent at the SPH-B, including:
  - Description of observational methods the scholar wishes to employ (such as meetings with faculty, literature reviews, surveys, etc.)
  - Classes the scholar wishes to observe. For SPH-B classes, visit this page, select the term you wish to view, select “Faculty/Staff – course browser version”, then this school from the list of departments. Courses for the next semester are usually listed by mid-semester of the semester before.
  - SPH-B programs the scholar wishes to observe, which can be found on the main IU School of Public Health-Bloomington website.
  - A timeline for implementation.
Research on human subjects

- Visiting scholars conducting research at IU involving human subjects must gain IRB approval and should discuss this with the prospective host prior to a formal visit invitation. For more information, please visit the Human Subjects Office webpage.
- Principal Investigators and Co-investigators must receive human subjects approval before a research study can move forward.
- The scholar would apply for IRB approval after receiving a visit invitation.

Special considerations

- Scholars should arrive with the English language skills necessary to be involved in the agreed-upon research, teaching, or other planned activities while at IU.
- According to J-1 visa guidelines, the majority of a visiting scholar’s visiting time should be focused on the agreed-upon collaboration, and scholars must maintain regular contact with their host faculty member.

Section 3: Application process

- **When to apply:** Prospective scholars should apply a minimum of four (4) months and ideally six (6) months prior to their intended arrival, to allow time for developing an agreed-upon research plan, visa processing, and other arrangements.

- **Application:** The application comprises the following in English: 1) a completed application form; 2) an updated curriculum vitae (CV); 3) one letter of recommendation, and 4) a letter from your institution indicating permission for your visit to IU and leave of absence.

- **Interview:** Following submission of the application, a videoconference (via Skype) or phone interview may be requested to review the application and discuss collaboration ideas with the prospective host faculty member.

Section 4: Official invitation

Once you and a faculty host have agreed upon collaboration, you will receive an official Letter of Invitation from the IU School of Public Health-Bloomington, and several forms to be completed. These forms, a copy of your passport, copies of any dependent passports and your financial statement should be returned to the Director of Global Health Affairs, Dr. Justin Otten, who will work with you and the Office of International Services (OIS) on arrangements as you prepare to arrive in Bloomington.
Financial Statement

Your appointment as a visiting scholar does not provide compensation or financial assistance, therefore, you must provide proof of your financial support. Please visit the website of the Office of International Services (https://ois.iu.edu/) for information on the amount of financial support that must be shown for the university to issue a J-1 visa certification. These amounts only cover living expenses and do not include other potential fees, such as IU gym memberships or the international services fee.

Required Legal Forms

Once the SPH-B has agreed to host you as a Visiting Scholar and you have returned the required forms, we will request the Visa Certification form DS-2019 from OIS, which allows you to apply for your J-1 Exchange Visitor visa at the US Embassy or Consulate in your home country. DS-2019 forms are used to apply for your J-1 visa, as well as J-2 visas for accompanying dependents.

Section 5: Preparation for arrival in Bloomington

Housing

The School of Public Health-Bloomington does not secure housing for visiting scholars, and it is necessary for each scholar to make his or her own living arrangements. There are housing options both on and off campus, and you should visit the Office of International Services website for information on housing options. On campus housing requests can be made at rpguest@indiana.edu. We strongly recommend you arrange your housing in Bloomington as early as possible, and request that you please send us your Bloomington-based address once you determine your local housing.

Travel Arrangements

When purchasing your plane tickets, your final airline destination should be Indianapolis, Indiana. Indianapolis is the state capital, located approximately 50 miles north of Bloomington, Indiana. There are a few options for transport from the airport to Bloomington, and these are listed on the IU Office of International Services (https://ois.iu.edu/).

Health Insurance

Health insurance coverage is mandatory for all international visitors and their families. If you have health insurance provided by your home institution it will not be necessary to arrange insurance here. However, you will need to provide documentation in English of that insurance upon your arrival. You may also purchase health insurance through the IU Office of International Services. For an overview of insurance requirements and options, please visit their website.
Section 6: After arrival in Bloomington

Arrival meetings

Prior to arrival in Bloomington, please contact the Director of Global Health Affairs and your faculty host to arrange a time to meet shortly after you arrive. The Director will help you check in at the IU Office of International Services, register for your IU email account, obtain your university ID card, and answer any questions you may have.

Resources

As a visiting scholar, you will have access to the Indiana University Library system and IU computing resources. If available, the host departmental will also provide you with a work space, computer/internet, and local telephone access.

Course auditing

Visiting scholars may audit courses for free or take courses for credit at in-state or out-of-state tuition rates depending on residency status. Please discuss this with your faculty host to confirm it aligns with your collaboration plans and to obtain instructor approval to audit a class. If you are considering taking classes, please note that according to J-1 visa guidelines, the majority of a visiting scholar’s visiting time should be focused on the agreed-upon collaboration.

English Language Classes

Visiting scholars hoping to improve their English language skills might take advantage of free and paid classes and conversation clubs around Bloomington. Please contact OIS or the Director of Global Health Affairs for more information.

Life in Bloomington

For information on life in Bloomington, including details on banking, transportation, health care, and more, please visit the Office of International Services website.

For more information about the international visiting scholars program, please contact:

Justin Otten, PhD
Director, Global Health Affairs
Phone: +1-812-856-3380
jotten@indiana.edu

We look forward to welcoming you to the School of Public Health-Bloomington!