



## **Application Process for Visiting Scholars - St Anselm's College, Cambridge**

St Anselm's College, Cambridge welcomes applications from scholars seeking short-term visiting appointments at partner institutions in the United States and Europe. These appointments—typically ranging from four weeks to three months—are designed to facilitate advanced research in classical pure mathematics, number theory, classical and celestial mechanics, mathematical physics, mathematics education, and the philosophy of mathematics. The application process follows a structure comparable to that used across leading British universities and adheres to established expectations of transparency, academic merit, and institutional alignment.

### **1. Eligibility Criteria**

Visiting appointments are open to individuals who hold a recognised academic or research affiliation with St Anselm's College. Eligible categories include:

- Academic staff (lecturers, senior lecturers, professors)
- Postdoctoral research fellows
- Affiliated research scholars
- Advanced postgraduate researchers (with demonstrated readiness and supervisory approval)

Applicants must demonstrate a level of scholarly maturity and independence suitable for conducting research within a self-directed, short-term residency. They must also show that access to a specific partner institution's resources is essential to their proposed research.

### **2. Preliminary Consultation and Internal Approval**

Prospective applicants are encouraged to initiate the process with an early consultation with their academic supervisor or a relevant faculty mentor. This preliminary conversation ensures that the proposed visit:

1. Aligns with the applicant's broader research trajectory
2. Is feasible within the proposed timeframe
3. Corresponds meaningfully with the resources of the host institution
4. Meets ethical, academic, and professional standards

Following this consultation, the applicant seeks internal approval from the College's Academic Committee. This typically involves submitting a short expression of interest containing:

- A provisional title of the proposed research project
- A brief description (ca. 300–500 words) of its aims and expected outcomes
- Preferred host institution(s)
- Proposed dates and duration
- The name of the supervising member of St Anselm's faculty

Internal approval confirms that the visit is academically justified and will be supported by the College.

### **3. Preparation of a Full Application Dossier**

Once preliminary approval is granted, the applicant prepares a full dossier—the primary package used for both College review and communication with the host institution. The dossier typically includes:

#### Research Proposal

A detailed research proposal (1,000–1,500 words) describing:

- Background and significance of the project
- Key research questions
- Methodology and planned activities
- Expected outcomes (publications, presentations, archival findings, etc.)
- Specific justification for visiting the chosen host institution

#### Curriculum Vitae

A current CV including publications, teaching experience, conference activity, and research achievements.

#### Letter of Academic Support

A formal letter from the applicant's St Anselm's supervisor affirming the academic value and feasibility of the visit.

#### Evidence of Correspondence

Where the applicant has made preliminary contact with a librarian, researcher, or administrator at the host institution, this correspondence should be included.

#### Funding Plan

Although stipends may be offered, they are not guaranteed. Applicants must therefore submit a statement of funding needs, a list of scholarships or awards sought, and any anticipated personal contributions.

### **4. Review by the Academic Committee**

The full dossier is reviewed by the Academic Committee, following criteria used by UK institutions for research-leave and visiting-scholar approvals. The Committee evaluates:

- Academic merit
- Institutional fit
- Necessity of travel
- Scholarly preparedness
- Ethical compliance
- Funding feasibility

Decisions are normally issued within four weeks.

## **5. Coordination With Host Institutions**

When approved, St Anselm's contacts the host institution to confirm:

- Eligibility for library access
- Any available mentorship
- Administrative protocols
- Costs or fees
- Required documentation

Supervision remains based at St Anselm's; the host furnishes access rather than primary oversight.

## **6. Visa and Travel Requirements**

Visitors are responsible for ensuring compliance with visa requirements for the jurisdiction in which they will reside. The College offers guidance but cannot act as a visa sponsor unless the host institution's policies explicitly permit it.

## **7. Expectations During the Visit**

Visiting scholars are expected to conduct themselves professionally, comply with all research and library regulations, maintain communication with supervisors, participate where invited in academic activity, and devote the period to serious scholarly work.

## **8. Reporting and Post-Visit Requirements**

Upon return, scholars must submit a formal research report detailing activities, findings, outcomes, and future research generated by the visit. They may also be invited to give a seminar.

## **9. Reapplication and Continued Collaboration**

Scholars may apply for further visits after demonstrating satisfactory completion of prior appointments. The College supports ongoing collaboration, joint publications, and long-term research partnerships.