



Visitor Request Form

Visitor Information

Family Name

Given Name

E-mail

Phone Number

Current Home Institution

Visitor's Title/Position

Mailing Address

NYU Faculty Sponsor/Collaborator Name

NYU Faculty Sponsor/Collaborator Email

NYU Faculty Sponsor/Collaborator Department

- Computer Science
- Mathematics
- Data Science
- Other

Arrival Date

Departure Date

Details of Visit

Purpose of Visit

- | | |
|---|--|
| <input type="checkbox"/> Postdoc | <input type="checkbox"/> Teaching |
| <input type="checkbox"/> Research collaboration on an NYU grant | <input type="checkbox"/> Research collaboration on the visitor's grant |
| <input type="checkbox"/> Sabbatical from another university | <input type="checkbox"/> Participation in conference/colloquium |

Requirements for Visit

1. Will the home institution require NYU to sign an agreement with them? Yes No
If available, please include a copy of the agreement in PDF format.

2. Is this an internship? Yes No
Note: Internships require processing through legal counsel.

3. Does the visitor require any accommodation due to a disability? Yes No
If **yes**, explain:

Details of Visit (continued)

Funding

1. Will any funds be transferred to NYU? Yes No

If **yes**, explain:

2. Will the visitor be paid as an employee? Yes No

If **yes**, do not submit this form. Please contact your assigned sponsored research officer.

Type of Payment to Visitor

Living Allowance
(i.e. meals,
housing, and local
transportation)

Funding Source:

What items will be reimbursed? (i.e. airfare, travel to and from NYU)

Reimbursement

Funding Source:

Note: original receipts are required.

No Payment

Resources and Services Requested

Courant short-term housing (no longer than 3 months)

From (date):

To (date):

Paid by:

- Visitor
- Faculty

Funding Source:

Office Space

From (date):

To (date):

Location:

- Warren Weaver Hall
- 60 Fifth Avenue

Referral to off-campus housing

NYU ID ^[1]

Visa Assistance

Courant Computing Account
(for Linux desktop or server access) ^[1]

Courant Linux Desktop ^[1]

[1] Wifi access comes with an NYU ID number and does not require a Courant account. Courant servers can be accessed from a personal device without a desktop system.

Comments

Please write any additional comments here:

Signature

Sponsor signature

Date