

## U.S.-ASIA LAW INSTITUTE VISITING SCHOLAR PROGRAM

### PROGRAM OVERVIEW

The U.S.-Asia Law Institute hosts a small number of outstanding scholars each year. Our visiting scholars include judges, prosecutors, lawyers, legal journalists, and legislators, as well as academics. We welcome applicants across legal disciplines. We are expanding our work in international law and encourage applicants in this field.

The program for visiting scholars extends specified courtesy titles and privileges to scholars of distinction who visit New York University in order to engage in research and scholarship, and in general scholarly and cultural interaction with New York University's faculty and students. The courtesy titles may not be granted for the purpose of providing free courses or other privileges to graduate or post-graduate students, or for the sole purpose of providing library privileges.

Visiting scholars are considered guests of the University who may visit for a temporary period of up to one year (renewable). Visiting scholars are not employees, have no teaching responsibilities and are not entitled to salary or housing. Visiting scholars, visiting research professors, and visiting exchange professors covered by this program may not in any way perform in the role of an employee at New York University. However, we do expect visiting scholars to actively contribute to the intellectual life of USALI.

### WHAT'S INCLUDED IN THE PROGRAM?

As a visiting scholar at the NYU School of Law, the U.S.-Asia Law Institute is pleased to provide the following opportunities.

- Title of "visiting scholar" at the U.S.-Asia Law Institute.
- Ability to audit NYU Law courses.
- Access to NYU Law & Bobst Library.
- Shared research/study space.
- Access to academic and intellectual life at NYU.

*If you have any questions about the application process, please email [usali.nyu@gmail.com](mailto:usali.nyu@gmail.com)*

## WHAT'S NOT INCLUDED?

NYU-USALI cannot provide or help you to find housing in New York City or on the NYU campus. All visiting scholars are required to obtain their own housing for the duration of their visit.

## EXPECTATIONS AS A VISITING SCHOLAR:

- Contribute to the intellectual life at USALI (examples include: scholarly writing, collaborating, translation, presentations, articles, essays, or (upon invitation) guest lecturing at law school classes).
- Active attendance and participation in Institute activities.
- Presentation of research in English during the spring or autumn semester, depending on arrival in the United States.

## QUALIFICATIONS

1. A minimum of a Master's degree, or its equivalent, prior to his/her arrival.
2. Demonstrate appropriate English language proficiency.
3. Show proof of financial support for their time at NYU. Scholars must demonstrate a minimum of \$2500 per month, including additional financial support for any accompanying family members (\$900 per month for spouses and \$500 per month for children).
4. Maintain health insurance which meets the minimum federal requirements during the entire length of stay.
5. Payment of USALI program fees (details below).

## PROGRAM FEES

In addition to showing financial capacity to fund your stay in the United States, the U.S.-Asia Law Institute Visiting Scholars Program charges an administrative fee of **\$6,500** for one year, reduced to **\$5,500** for current PhD students or those who have received an advanced degree in the past twelve months. Visiting scholars who stay for six months or less must pay **\$3,250**. Fees may be waived only in exceptional circumstances.

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## DIRECTIONS FOR THE ONLINE APPLICATION

### CONTACT DETAILS

**1. Name:**

Please provide your first (given) name and last (family) name.

**Gender:**

Please choose your gender.

**2. Email:**

Please provide the email where we can best reach you and that will not expire within the next year.

**3. Permanent Mailing Address:**

Please provide a mailing address where we can send important documents. Be sure to include apartment number and zip code.

**4. Phone Number:**

Please include the country code in front of your phone number, if you are an international applicant.

**5. Skype Username (optional):**

Part of the application process includes a phone/Skype interview. Please provide your Skype username through which we can conduct the interview. We may use Zoom or Google Meet instead if those are available in your country.

### LOGISTICAL INFORMATION

**6. Starting Dates at USALI:**

Please provide your preferred date to begin the program. Moderate variation from this date is acceptable.

**7. Ending Dates at USALI:**

Please provide your preferred date to complete the program. Moderate variation from this date is acceptable.

### FUNDING YOUR STAY

**8. Is your participation dependent on receiving funding?**

Many of our participants apply for scholarships or fellowships to fund their time at USALI and living in New York City. For our administrative process and coordinating with NYU regarding

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visa matters, it is helpful to know whether or not your participation as a visiting scholar is dependent on external funding. This will not impact your application.

**9. If a letter of invitation from USALI necessary as part of another funding application, by what date would you need the letter to complete your application?**

Many of our Visiting Scholars receive funding from grants and scholarships (ex: China Scholarship Council) which require a letter of invitation as part of their application. To alert our staff to this matter, please let us know the *latest* possible time by which we could make a decision about your application and issue a letter. Please note: we cannot issue a letter until we have conducted an interview.

**10. When do you anticipate securing funding to participate as a visiting scholar?**

Many of our applicants often will not know whether or not they can participate as a visiting scholar until they learn the results of scholarship funding. It is helpful for our staff to know this information so that we may plan accordingly.

**11. Acknowledge and agree to pay the USALI Administrative Fee:** Click the circle if you understand and acknowledge that you must pay USALI's administrative fee of \$6,500 for one year, reduced to \$5,500 for current PhD students or those who have received an advanced degree in the past twelve months. Visiting scholars who stay for six months or less must pay \$3,250.

**12. Current & Anticipated sources of funds during your time at USALI:**

Visiting scholars must demonstrate that they have sufficient liquid assets to cover living expenses for their entire academic program at NYU by submitting supporting financial documentation described below. Supporting documents may include but are not limited to:

- Personal funds: a current financial statement, printed on letterhead and signed by a bank official, dated within six months.
- Personal loan: a pre-approval letter confirming amount for which the loan is approved.
- Organizational sponsor: a copy of an award letter from a sponsoring organization specifying the amount of the award, its duration, and the terms of renewal.

All financial documentation must be in English or have certified English translations attached to the original.

## ENGLISH PROFICIENCY

13. Enter the number of years of formal English study in university, English school, etc:

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14. Enter your English Language Proficiency Test (TOEFL/PETS 5) score and date taken (if applicable)

**15. Describe your English ability and level.**

This is an opportunity for you to explain to us your level of comprehension in both formal and informal ways. Are your reading and listening skills better than your speaking skills? Have you ever lived abroad? Include this type of information.

## RESEARCH PROPOSAL

16. Enter the title of your research proposal.

17. Write a short sentence describing your research proposal.

**18. Research Proposal:**

We require a detailed research proposal that sets out your research questions, research methodology, expected research product and anticipated contribution to the field of inquiry. Please explain why your research is innovative or necessary.

- Please also explain how you plan to contribute to the intellectual life of USALI. Each visiting scholar is required to make some contribution, and it should be an integral part of your research project. Possible ways of contributing include publishing scholarly writing in English, collaborating with other USALI scholars on research or writing, translating legal materials and scholarship into English, writing essays for our website, and so on.
- There are many law schools at which you can conduct legal research. Briefly, why is USALI the best place for you to work on your research project?

(1000 words maximum)

## PERSONAL STATEMENT

**19. Personal Statement**

Please explain how this research project and the time spent as a visiting scholar would build on your past work (as a scholar or legal professional) and help you to achieve your professional goals. What are your intellectual and professional aspirations? What will the opportunity to be a visiting scholar mean to you? What impact do you expect it will have on you and your research or other work? If you believe your background and life experiences enable you to bring a perspective to your research, please explain.

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(1000 words maximum)

## ADDITIONAL INFORMATION

**20. Please combine the following materials into one PDF in the following order:**

(University Transcripts, Curriculum Vitae, Letters of Recommendation, Published and unpublished articles:

\*Documents must be submitted in ONE PDF and in the following order

**(1) Curriculum vitae/Resume:** The curriculum vitae/resume of applicants must contain information on academic institutions, honors, and/or awards, and professional experience.

**(2) Letters of recommendation:** We request 2 letters of reference/recommendation. They should not exceed one page in length and should be on official letterhead. The letters of recommendation should be from academics or legal professionals that can speak authoritatively on the applicant's abilities, specifically as they relate to the applicant's research proposal. Electronic recommendations should be in the form of a PDF, signed by the person writing the letter.

**(3) University Transcripts:** Please provide university transcripts for institutes you have studied at.

**(4) Selection of published and unpublished articles:** Your collection of published and unpublished articles cannot exceed more than 30 pages in length. Please list other notable publications in your CV.

## FEE WAIVER

### **21. Financial Hardship Information**

To be considered for the USALI fee waiver, applicants must submit documentation of financial assets (i.e., last two years of your income tax return, translated into English) justifying the request for the fee waiver. Please note that submitting these materials does not guarantee that the administrative fee will be waived. Waiver requests are granted on a very limited basis. Requests for fee waivers made after arrival in the U.S. cannot be considered.

### **22. Signed Affidavit**

To be considered for the USALI fee waiver, prospective visiting scholars who would like to be

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considered for a waiver of the administrative fee must submit a signed affidavit justifying why the administrative fee should be waived. (1 page maximum)

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