

## Guidance for Visiting Scholars

The McDonald Institute welcomes applications from active postdoctoral researchers wishing to spend from one month to a maximum of twelve months visiting the McDonald Institute to discuss, collaborate and research topics relating to archaeology.

Visiting Scholars are entitled to use the University and McDonald Institute facilities; these privileges may include access to shared hot-desk workspace facilities in the Institute when availability allows, as well as use of the University and Department of Archaeology libraries. Visitors will be welcome to attend research seminars and lectures throughout the University and in particular at the McDonald Institute which has a very active conference, lecture and seminar programme to which Visiting Scholars are invited to participate. Early Career Visitors may also participate in Early Career Development sessions and social events.

Visiting Scholars are not hosted by the Institute, do not receive Fellows rights and cannot undertake paid work in the UK. Visitors wishing the Institute to support competitive funding applications to bring them to Cambridge must follow the guidance for 'Hosted Fellows' and meet the specific application and visa requirements of this route.

### Applications should include:

- 1) A full CV highlighting publication and research expertise, current institutional position and a detailed cover letter explaining why and for how long you wish to come to Cambridge.
- 2) Outline of research topics you wish to explore with a current Member(s)/Fellow(s) and the anticipated output of that research.
- 3) The name of a sponsor in either the McDonald Institute or Department of Archaeology. This should be a member of staff with whom you have developed this visit. [Please see the People section of the McDonald website for further information on staff interests.](#)

### Applications

Applications should be addressed to:

Dr Matthew Davies, Deputy Director, McDonald Institute for Archaeological Research, Downing Street, Cambridge, U.K, and emailed to Emma Jarman at [eaj31@cam.ac.uk](mailto:eaj31@cam.ac.uk)

### Entry to the UK

It is the responsibility of the applicant to ensure that compliance with UK immigration/visa requirements is met. For visits of up to six months, and where you are a [visa national](#) you must apply in advance of travel for a Standard visitor visa. Otherwise, if you are not a visa national you can seek entry as a visitor at the UK border for a period of up to six months. Comprehensive guidance on the visitor visa/entry process can be found on the University's webpages:

<https://www.hr.admin.cam.ac.uk/hr-services/visas-immigration/visiting-uk/uk-visitor-visa>

For visits between six and twelve months maximum, in all cases you would need to apply for an [Academic visitor visa](#) in advance of travel. This cannot be sought at the UK border.

You must be satisfied that you meet the criteria to obtain a visitor visa/entry prior to application and/or travel to the UK. Where applicable, apply for a Standard visitor visa here:

<https://www.gov.uk/standard-visitor>

An invitation to become a Visiting Scholar is given on the understanding that the Visitor will be entirely self-funded (in accordance with the conditions of your visitor visa/entry), including all travel, accommodation and subsistence and any visa, NHS or other medical and insurance costs.

### **English Language**

Visiting Scholars must be proficient in the use of the English language. If you have not previously studied in an English-speaking university, the Institute may require verification of competence in the use of English. A written statement from your sponsor is acceptable.

### **Costs**

Fees are not normally charged for Visiting Scholars, however, if you anticipate using facilities in one of the Institute's laboratories, detailed below, bench fees may be charged at the rate of £500 per term plus VAT with additional expenses for consumables, equipment and staff time at a rate to be negotiated with the respective Laboratory Director. [Further details on the laboratories can be found here.](#)

### **Accommodation**

For short visits to Cambridge, the University of Cambridge's Accommodation Service, keep a list of places to stay such as hotels, bed & breakfasts, guesthouses and serviced apartments, see <https://www.accommodation.cam.ac.uk/VisitingCambridge/>. You can browse the listings, and send direct enquiries to any of these. Further options can be found on the [Visit Cambridge website](#).

Cambridge is an expensive city to live in, even for short stays, so you are advised to look for suitable accommodation well in advance of your visit.

### **Communicable diseases, health and safety**

All Visiting Scholar letters are offered in good faith but the logistical arrangements of your trip will be subject to both UK Government and University of Cambridge guidance in place at the time of the visit. No travel should be undertaken without first checking the latest advice and corresponding with your host sponsor to confirm arrangements. On arrival at the McDonald Institute all Visiting Scholars will be required to undertake a safety induction before they will be allowed access to use local facilities.

### **McDonald Institute for Archaeological Research**

*May 2023*