

## **Applying for Academic Visitor Status within the Ruskin School**

The Ruskin School of Art welcomes expressions of interest from practising artists, curators, early career scholars and senior academics working in Higher Education, who wish to pursue their practice or research for an agreed period, up to a maximum of one year, under Academic Visitor status within the School. It is expected that the work of those granted Academic Visitor status will articulate with the interests of one or more of the members of the School (<http://www.rsa.ox.ac.uk/people>); and applicants should demonstrate how they propose to utilise Oxford's exceptional and diverse resources during a research visit. Enquiries in the first instance should be made through an academic member of staff of the School, who would act as sponsor and, in the event of successful applications, as the first point of contact for the Academic Visitor or Visiting Artist during the period of their stay in Oxford.

Applicants must secure independent funding for accommodation and living expenses for the period of their proposed visit, and are asked to pay a termly charge of £250 per 3-month term (or £800 for 12 months), as a standard bench fee. We are unable to assist with finding accommodation, college association, travel or visa arrangements. Visits would normally last between a term and one academic year. Those granted Visitor status are expected to contribute to the intellectual and cultural life of the School during their visit.

Postgraduate students registered at other universities can join the School as a 'Recognised Student' for up to three terms, under the expert guidance of a member of the School.

### **Academic Visitors**

#### **Required information:**

- Statement/proposal of intended activities, including rationale for association with the School [to be included on application form]
- Date and duration of proposed visit [to be included on application form]
- Any resources required [to be included on application form]<sup>1</sup>
- CV
- Statement of support from Ruskin School sponsor

#### **Conditions for acceptance:**

- Relevancy of the proposed activities to those of the School
- Availability of appropriate academic sponsor within the School for visit
- Statement from the applicant confirming availability of resources for proposed duration of visit.

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<sup>1</sup> Depending on the nature of any resources required, the School may levy a charge additional to the standard charges detailed above. Applicants would be advised in advance of any such charges.



Ruskin School of Art  
 University of Oxford  
 74 High Street  
 Oxford  
 OX1 4BG

## Ruskin School of Art Academic Visitor / Visiting Artist Application Form

The Ruskin School welcomes a wide range of academics and practitioners who wish to contribute to, and participate in, its work. Applicants must complete the Visitor Programme Application Form and send it, along with a separate sheet detailing the planned research activity or programme, a letter of support from an established member of the School and a current copy of your CV, to the Administrator at the address below. The deadline for receipt of applications is at least one term before the planned visit, so that a visitor hoping to come in Hilary (spring) term should submit the application for the preceding Michaelmas (autumn) deadline at the latest, visitors hoping to come in Trinity (summer) term should submit the application for the preceding Hilary deadline, and so on. Earlier submission would be welcome if possible. Please note that there is a bench fee of £250 per term (3 months) and £800 per year (12 months). In the event that you are provided the School with any resources additional charges may be levied.

### Deadlines for Academic Year 2017-2018

for Hilary Term 2018	28 October 2017
for Trinity Term 2018	01 February 2018
for Michaelmas Term 2018	10 May 2018

A - Personal Details		
Title:	Surname:	
Forename(s):		
Home Institution/Place of Work:		
Position:		
Address:		
Email address:		
B - Details of planned visit		
My Ruskin School sponsor is:		
<i>(NB: This form needs to be accompanied by a letter from your sponsor)</i>		
Start date:	End date:	
I have an association with a College:	Yes (name):	No

<b>C – Contribution and Provision</b>	
<i>Please indicate what you intend to contribute to the School during the period of your visit:</i>	
Collaborate on a project with a member of the School	
Organise (or co-organise) an event (exhibition, seminar series, workshop, conference) with a member of the School	
Write or co-author an article or other publication	
Develop a research proposal to apply for an external funding award in collaboration with a postholder in the School	
Contribute to the graduate and/or undergraduate programme through the provision of a special seminar or similar activity	
<i>Further details of planned research activities should be submitted on a separate sheet</i>	
<b>I would like to draw upon the following resources during my visit.</b> Please note that studio space available within the School is very limited, and provision of space or other facilities cannot be guaranteed.	<b>University Card (which gives access to University libraries)</b>
	<b>Studio space (please specify scope and time)</b>
	<b>Other (please state)</b>
<b>D – Funding</b>	
<b>How are you intending to fund your visit?</b>	
<b>E – Agreement</b>	
<b>I confirm that I have read and agreed to the terms of the School’s Visitor Agreement (attached)</b>	
<b>Signed:</b>	
<b>Date:</b>	

Please return the Visitors’ Application Form along with your sponsor’s letter of support and signed Visitor Agreement by email to: [administrator@rsa.ox.ac.uk](mailto:administrator@rsa.ox.ac.uk) and send signed hard copies to:

The Administrator,  
 Ruskin School of Art,  
 74 High Street,  
 University of Oxford,  
 Oxford OX1 4BG  
 United Kingdom