



VISITING SCHOLAR SCHEME

1.0 Background

The appointment of Visiting Scholars provides faculties and institutes in UCSI University with the opportunity to enhance the research and development activities, increase the research output and forge strong international research collaborations, in line with the vision of UCSI University to become one of the Research Universities in Malaysia.

2.0 Objectives

- (i) To forge and strengthen international research collaborations among external institute of higher learning, research institutions and UCSI University.
- (ii) To increase the quantity and quality of research deliverables of the university.
- (iii) To contribute to the university's score in global ranking and MyRA via increasing incoming Visiting Scholars.

3.0 Guidelines for Appointment of Visiting Scholars

3.1 Eligibility

A candidates must have an academic/research affiliation to an established institution of higher learning or research institution that is recognized by the UCSI University Senate.

3.2 Age Limit

There is no age limit to the Visiting Scholars but is subject to being certified to be fit to work by a medical doctor.

3.3 Research Area(s)

The Visiting Scholars are encouraged to work in research area(s) that is(are) similar to or compatible with the research area(s) of the host supervisor and/or the faculty/institute/school that they are affiliated to.

3.4 Source of Funding

The applicants of Visiting Scholar position are expected to have adequate financial support. UCSI University shall not provide Visiting Scholars with research allowance/stipend for accommodation, transportation, personal insurance and VISA-related expenses. The cost of research project (excluding allowance/stipend) of a Visiting Scholar can be supported by either type of the funding as described below:

(i) External funding:

- The organization or party that is sponsoring the Visiting Scholars' appointment.

Or

- The funds from any external research grants or consultancy projects that have been obtained by the Visiting Scholar's host supervisor(s).

(ii) Internal funding:

- A Visiting Scholar may collaborate with at least ONE (1) full-time UCSI researcher to jointly apply for internal funding from either the host faculty/institute/school's budget and/or Office of Postgraduate Studies (OPS) and/or Centre of Excellence in Research, Value Innovation and Entrepreneurship (CERVIE).

3.5 Bench Fee

Visiting scholars will be charged a 'bench fee' for use of the research and scholarly facilities during their stay, which the amount will be determined based on faculties, facilities, and duration of the stay, with reference to the facilities and laboratory fees of the research-based postgraduate

programmes of the host faculty/institute/school. However, the “bench fee” can be waived if the Visiting Scholars are research collaborators of at least ONE (1) full-time researcher of UCSI University.

3.6 Approval of Appointment

All proposed appointments for the Visiting Scholars are subject to the evaluation by the Evaluation Committee, which consists of the DVC for Research and Postgraduate Studies (Chair), Director of OPS, Director of CERVIE, Dean/Director of the host faculty/institute and the proposed host supervisor(s) of the Visiting Scholars from UCSI University. The decision of the committee will be presented by the DVC for Research and Postgraduate Studies (or a representative) in the Top Management Meeting (TMM) for approval, followed by endorsement by University Senate.

3.7 Eligibility of UCSI University Host Supervisor for Appointment

Full time academic staff with a research grant or multiple research grants as principal investigator (PI) is eligible to be appointed as Host Supervisor to the Visiting Scholars.

3.8 Duration of Appointment

Visiting Scholars may start at any time during the year, subject to agreement between each Visiting Scholar and the host faculty/institute/school. The period of visit should be between TWO (2) weeks and SIX (6) months. At the end of the appointment, each Visiting Scholar is required to submit a final report, to be reviewed by the Host Supervisor, approved by the Dean/Director of the host faculty/institute/school, and submit to OPS for endorsement. The reports should be finalized within ONE (1) month after the end of appointment.

3.9 Ownership of Intellectual Property (IP), Publications and Acknowledgement to UCSI University

UCSI University claims ownership, unless agreed otherwise, of all IP arising from work developed in the course of research or other activities undertaken by the Visiting Scholars during the tenure of appointment either sponsored by UCSI University or an external body, subject to any agreement with that external body.

All publications and deliverables produced by the Visiting Scholars based on the research conducted during the tenure of appointment must be affiliated to UCSI University. If the Visiting Scholars receives research funding from UCSI University, he/she must acknowledge the financial assistance from UCSI University in the “Acknowledgements” section of all publications produced, submitted and/or published by the Visiting Scholar based on the research conducted during the tenure of appointment.

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*** Please note that the above policy is subject to review without further notice.
Latest update (if any) of the above can be obtained from Office of Postgraduate Studies (OPS).*