

FRANCE-STANFORD CENTER FOR INTERDISCIPLINARY STUDIES  
2019-2020 VISITING STUDENT RESEARCHER FELLOWSHIP  
CALL FOR APPLICATIONS (September 1, 2019 – August 31, 2020)

**DEADLINE FOR APPLICATIONS: MARCH 1, 2019**

<http://francestanford.stanford.edu>

**All applications must be submitted using Slideroom**

The France-Stanford Center for Interdisciplinary Studies aims to bridge the disciplines of the humanities, social sciences, sciences, engineering, business and law, addressing historical and contemporary issues of significance for France and the United States from a broad range of perspectives. Its programs bring faculty members, researchers and students from across Stanford's departments and schools into contact with colleagues in France, to explore issues of common intellectual concern, to advance collaborative research, and to foster interdisciplinary inquiry. The France-Stanford Center sponsors high quality collaborative research projects likely to foster new linkages and deepen existing connections between French scholars and students and their counterparts at Stanford University.

### **Eligibility**

Applicants for the Visiting Student Researcher Fellowship must be graduate students – i.e., they must be pursuing either a master's or doctoral degree. Visiting Student Researcher Fellowships are available to:

- (1) Students affiliated with a French institution who are interested in pursuing a course of research at Stanford.
- (2) Stanford students interested in undertaking research or pursuing an internship at a French institution.

The phrase "French institution" is intended to be interpreted broadly, encompassing public and private universities, public technical universities, institutes of technologies and autonomous scientific higher education institutes, Grandes Ecoles, government agencies and organizations, and non-governmental organizations.

Please note that applicants based at a French institution and seeking to do research at Stanford need not possess French citizenship. Likewise, applicants based at Stanford seeking to do research or pursue an internship in France need not possess U.S. citizenship.

Pursuant to Stanford University policy, Visiting Student Researchers are prohibited from registering for Stanford courses for academic credit and from attending classes.

### **Funding**

The extent of the funding available depends on whether the applicant is based at Stanford or in a French institution. Stanford-based and France-based visiting student researchers are eligible for the same amount of research funding. But France-based researchers visiting Stanford are eligible to receive, in addition to such research funding, a sum intended to offset the costs of tuition charges imposed by the central university.

#### Research Funding

All Visiting Student Researchers are expected to pursue projects that will take on the order of 2 to 4 months to complete. The maximum funding available for a 2-month project (i.e. most summer projects) is \$5,000. Projects lasting 3 months may be funded up to a maximum of \$6,000 and those lasting 4 months up to \$7,000. As indicated in the application materials, please submit an itemized budget.

#### Tuition for France-Based Student Researchers Visiting Stanford

Pursuant to Stanford University Policy, Visiting Student Researchers are required to pay a monthly tuition fee while in residence at Stanford, and fees are rounded up to the next month, such that a researcher staying for, e.g., 6 weeks must pay for two months of tuition. For AY 2019-20, the VSR fee will be approximately \$1,100 per month. For this reason, students at French institutions seeking to do research at Stanford may apply for an additional \$1,100 per month in order to cover monthly tuition charges. Please note, however, that the Center can cover a maximum of only three months tuition (for a total of \$3,300). Thus, applicants staying for four months will be responsible for one month of tuition. A France-based student researcher may apply for total (research and tuition) funding as follows: for a visit of 2 months, up to \$7,200; 3 months, up to \$9,300; and 4 months, up to \$10,300.

Please note that this tuition charge, as well as the fees and privileges identified below, are determined by the University and cannot be modified at the discretion of the France-Stanford Center. Details can be found [here](#).

#### Tax information

Fellowship stipends are considered taxable. More information on tax withholding can be found [here](#). Non-U.S. residents may be eligible for tax exemption on fellowship stipends if their country of residence has an existing tax treaty with the US. More information can be found [here](#). Tax information for international students and scholars can be found [here](#).

#### Allowable and Unallowable Expenses

The grant may be used for travel, lodging, and living costs associated with research or training; the purchase of research materials; research-related services (e.g. duplication costs, production of questionnaires/surveys, human subject costs, data entry, transcribing interviews, running focus groups, etc.).

The grant may not be used for the purchase of equipment (e.g. computers, recording equipment, etc.), supplies, or software. It may not be used to pay for tuition fees (except in the case of tuition charged by Stanford to Visiting Student Researchers); the costs of book translations and book publishing; or to cover conference registration fees. So too, it may not be used to provide salary payments in any form (e.g., to fund coordinators or principal investigators for their work in setting up collaborations, to fund administrative staff).

#### Campus Health Service Fee

Visiting Student Researchers are required to pay the Campus Health Service Fee. For AY 2019-20, this amount will be approximately \$225 per quarter. Please note that this fee is billed quarterly and is not prorated. Thus, a student researcher visiting for either 2 or 3 months will pay about \$225, while a student visiting for 4 months will pay about \$450. Details can be found [here](#).

#### Mandatory Health Insurance

In addition to paying the Campus Health Service Fee, Visiting Student Researchers must pay for student health insurance by enrolling (on a quarterly basis) in [Cardinal Care](#), a university sponsored health insurance plan designed for Stanford students. An exception may be made for Visiting Student Researchers who document that they have comparable coverage with another health insurance carrier. For a discussion of the relationship between the Campus Health Service Fee and the separate requirement to procure health insurance, see [Vaden Health Insurance Overview](#).

#### Applicants for Collaborative Research Funding Encouraged to Apply

Please note that applicants for the Center's [Collaborative Research Projects](#) are strongly encouraged to submit a separate application for a Visiting Student Researcher Fellowship in order to fund the participation of a graduate student in the proposed collaborative research project. Both applications should be submitted at the same time. Fellowship funds are, however, in no way limited to applicants for collaborative research funds. Any interested graduate student is invited to apply.

#### Application Procedure

Those who are interested in being considered for a Visiting Student Researcher Fellowship should submit the following documents:

- Complete application form
- Letter to the France-Stanford Center Director - Letter describing the applicant's research interests and plans during the proposed visit to Stanford or to a French institution (including inter alia, universities, NGOs and corporations). The letter should identify the particular individuals with whom the applicant will be working, including one who agrees to serve as the official "sponsor". The letter should also indicate the proposed length of stay (between two to four months) and discuss ways in which the applicant's research and educational objectives will further the goals of the France-Stanford Center for Interdisciplinary Studies.
- Recommendation letter - Letter from the applicant's home supervisor, discussing the applicant and the merits of the proposed visit. Advisor should upload letter directly into [Slideroom](#).
- Letter from official sponsor - Letter from the individual serving as the official sponsor, explaining the nature of the applicant's proposed research/work activities and plans to fully incorporate him/her into the host environment.
- Applicant's resume
- Unofficial academic transcript

- Financial annex

**Please note that the procedure outlined above is solely for the purpose of obtaining a fellowship from the France-Stanford Center. All applicants must obtain separate and independent approval from the department that they intend to visit prior to applying to the France-Stanford Center Fellowship Program.**

### **Cautionary Note for Visitors to Stanford Concerning Application Procedures**

All fellowship recipients will be appointed as Visiting Student Researchers (VSR), a category of non-matriculated graduate students at Stanford. Each fellowship recipient should contact his/her official sponsoring department regarding the procedure for such an appointment. More information about Visiting Student Researchers can be found [here](#).

### **Visa Information**

Visitors to Stanford who receive fellowship support (including from the France-Stanford Center) must obtain a J-1 Visa. The total cost of applying for such a visa is approximately \$400—i.e.:

- \$125 to be paid by the Stanford host department to the Stanford Bechtel International Center for the preparation of the visa request form (DS-2019).
- \$50-75 to be paid by the Stanford host department for mailing the documents via international courier to the visiting scholar.
- \$180 to be paid directly by the visiting student researcher to the US government (SEVIS fee).

Visitors to Stanford are responsible for ensuring that they obtain the J-1 visa by working with the Stanford host department. All visitors to France (including especially, but not only those wishing to remain in France for more than three months) are strongly advised to contact the [French Consulate in San Francisco](#) to ensure that they have the appropriate visa required for entry.

Please note as well that Stanford requires all who apply for a J-1 Visa to prove that they are able to pay \$2,500/month in living costs. Details on funding requirements can be found [here](#).

### **Privileges for Visitors to Stanford**

Those registered as Visiting Student Researchers are entitled to receive a student photo identification card, which permits use of the University Library, recreational facilities, and Vaden Student Health services. Visiting Student Researchers are eligible for an email account at no charge. These services are contingent on payment of the monthly VSR fee.

### **Logistical Information**

The France-Stanford Center staff is unable to assist visitors with finding housing either at Stanford or in France. Graduate student housing is available for Visiting Student Researchers only after all matriculated Stanford students have obtained housing. Given that student housing is extremely limited, it is best for planning purposes to assume that student housing will not be available. Visitors to Stanford may consult the following sites for housing information near Stanford University: the [Community Housing site](#), [SUpost](#), the [Faculty Staff Housing Site](#) and [Craigslist](#) to search for housing listings.

The France-Stanford Center regrets that it has no office space for visitors at Stanford or in France. It is also unable to provide computers. As concerns copying, postage, long distance telephone calls, faxes, and secretarial services, visitors are responsible for paying for these themselves or making arrangements directly with the department hosting them.

### **Deadline**

**Please submit the application materials by March 1, 2019.**

Late applications are unlikely to be accepted. Notification of fellow recipients will occur in the spring.

### **Questions**

Questions about becoming a Visiting Student Researcher can be directed to the Center's Director, Jessica Riskin ([jriskin@stanford.edu](mailto:jriskin@stanford.edu)) or the Program Manager, Isabelle Collignon ([francestanford@stanford.edu](mailto:francestanford@stanford.edu)).