

## TLS Guidelines for Visiting Scholars

The Department of Teaching, Learning & Sociocultural Studies (TLS) is a unit created by the merger of the Departments of Language, Reading & Culture (LRC) and Teaching & Teacher Education (TTE) in 2010. The TLS department includes LRC's internationally recognized faculty and graduate programs in literacy acquisition, sociocultural theory, Indigenous education, heritage-language revitalization, the study of households and community settings, and children's and adolescent literatures and literacy with TTE's teacher certification programs and internationally recognized faculty and graduate programs in science and mathematics education, environmental learning and sustainability, curriculum theory, classroom organization and management, and teacher education and development.

### Eligibility & Application Procedures

- Relevant experience and background to carry out the research project (earned doctorate or its equivalent in a related field from a recognized university preferred, not required).
- Cover letter addressed to the Department Head indicating proposed Department-related activities to be undertaken while a Visiting Scholar (e.g., research) and proposed duration.
- A 500-word statement by the candidate relating the significance of planned research and/or scholarly activities and contribution to the department.
- Curriculum vitae summarizing academic/professional history and research experience.
- Two professional letters of recommendation less than a year old.
- English Language Proficiency Requirement.
- Contact with a faculty member with whom you would like to work. Please see our faculty listing to make contact with a TLS faculty member to discuss collaboration. Identify your faculty sponsor and outline your project.
- Completed visiting scholar application.
- A fee of \$328.50 will be charged for new requests. A U.S. money order or cashier's check is required (made out to University of Arizona).

Applications for Visiting Scholar will be reviewed twice a year. **Applications must be submitted by February 1 for Fall semester (August –December) and September 1 for Spring semester (January-May).**

Visiting Scholars will be requested to give a presentation on his or her research to TLS faculty. While conducting research you will be asked to participate in departmental events.

Send application materials to:

Dr. Bruce Johnson, Department Head  
Department of Teaching, Learning and Sociocultural Studies  
College of Education  
University of Arizona  
P.O. Box 210069  
Tucson, AZ 85721-0069

Visiting Scholar status is granted for periods of one semester to one year (exceptions for one or two month appointments may be granted). Extensions beyond the initial period are considered on a case-by-case basis and are not automatic. Extensions must be requested in writing at least three months prior to the end of the current appointment.

Financial Support. Visiting Scholars must provide their own funding (either through grants, sabbatical salaries, Fulbright awards, or personal funds). The University of Arizona requires Visiting Scholars to have verifiable funding of at least US \$1,772 per month for individual expenses; \$620 per month for each dependent.

Visa Status. For scholars who require the IAP-66 form to obtain a J-1 visa, the UA Office of International Faculty & Scholars will require written proof of financial support (e.g., letter from institution, bank account records), the scholar's full name, date and place of birth; and similar information for any accompanying family members. All Visiting Scholars holding the J-1 visa must maintain health insurance coverage for themselves and their dependents. Listed below are the general provisions required for minimum coverage.

Proof of Coverage. All J-1 Exchange Visitors must prove health insurance coverage upon arrival at the University of Arizona. Visiting Scholars will not be able to begin their affiliation here until they show evidence of having purchased the appropriate insurance coverage. Visiting Scholars may purchase medical evacuation and repatriation insurance through UA Campus Health Services or by providing proof of self-insurance. Visitors are also required to have a TB test at Campus Health Services.

### General Provisions

- Medical benefits of at least \$50,000 per accident or illness;
- A co-payment not greater than 25% of the covered benefits per accident or illness
- A deductible not to exceed \$500 per accident or illness;
- The waiting period for treatment of pre-existing medical conditions should match current insurance industry standards (approximately 1 year);
- Repatriation of remains in case of death to be insured for at least \$7,500;
- Expenses associated with a medical evacuation to home country to be insured for at least \$10,000.

Please see the most current information on the website of the Office of International Faculty and Scholars.

### English Language Proficiency Requirement

The Department of State (DOS) now mandates that J-1 exchange visitors possess sufficient English language proficiency, as determined by an objective measurement. (See recognized English Language Test)

Specifically, 22 CFR 62.10(a)(2) provides:

*The exchange visitor possesses sufficient proficiency in the English language, as determined by an objective measurement of English language proficiency through a recognized English language test, by signed documentation from an academic institution or English language school, or through a documented interview conducted by the sponsor either in-person or by videoconferencing, or by telephone if videoconferencing is not a viable option.*

### Facilities and Services

Visiting Scholars have the following privileges:

- UA ID card ; Borrowing privileges at UA libraries; UA e-mail account available; Free access to University wireless internet; Class and seminar privileges (A Visiting Scholar may sit in on undergraduate and graduate level courses without having to pay UA auditing fees, IF the instructor is amenable to and approves of the Visiting Scholar's attendance and participation in the course.)
- Purchase of parking permits and Artist Series tickets at faculty rates

Office Space. TLS has limited office space. TLS will assign office space and facilities to Visiting Scholars when possible.

Mail. Recently arrived scholars can have mail directed to the Department on a temporary basis.

For more information email [gonzaley@email.arizona.edu](mailto:gonzaley@email.arizona.edu)

(Revised 9/17/2015)

## J-1 ENGLISH LANGUAGE PROFICIENCY REQUIREMENTS

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To comply with these new regulations, International Faculty & Scholars (IFS) will now require all initial DS-2019 requests for Research Scholars, Professors, Short-Term Scholars, and Specialists to include documentary proof of one of the following seven objective measurements of English language proficiency.

### 1. RECOGNIZED ENGLISH LANGUAGE TEST

A score sheet from one of the following four tests indicating that the prospective exchange visitor has taken the test within the past two years and obtained at least the minimum score indicated. This list is exhaustive and each test was chosen specifically because it includes both a speaking and listening component.

- Test of English as a Foreign Language (TOEFL) Internet-Based Test (iBT)
- Minimum Score: 80
- Website: <https://www.ets.org/toefl/ibt/about>
- International English language Testing System (IELTS)
- Minimum Score: 6.5
- Website: <http://www.ielts.org/>
- Cambridge English: First (FCE), Advanced (CAE), or Proficiency (CPE)
- Minimum Score: Pass
- Website: <http://www.cambridgeenglish.org/exams/>
- Test of English for International Communication (TOEIC)
- Minimum Score: 550
- Website: <https://www.ets.org/toeic>

### 2. SIGNED DOCUMENTATION FROM AN ENGLISH LANGUAGE SCHOOL

A signed letter from an internationally recognized English language school affirming that they have assessed the prospective exchange visitor's English language proficiency within the past two years at the equivalent of level B2 or higher on the Common European Framework of Reference for Language (CEFR). Further, the letter must indicate: (1) any and all accreditations possessed by the school; (2) the method of English language proficiency assessment; (3) the date of assessment; and (4) the dates the prospective exchange visitor attended courses at the school.

### 3. DOCUMENTED INTERVIEW CONDUCTED BY A UNIVERSITY OF ARIZONA (UA) CENTER FOR ENGLISH AS A SECOND LANGUAGE (CESL) ASSESSMENT SPECIALIST

A score sheet completed by a UA CESL assessment specialist, dated within the past two years, indicating that the prospective exchange visitor possesses English language proficiency at the equivalent of level B2 or higher on the CEFR. For more information regarding UA CESL's Skype assessment, please visit <https://ceslapp.arizona.edu/admissions/vscholars/> or email Eddy White at [ewhite3@email.arizona.edu](mailto:ewhite3@email.arizona.edu)

IFS has adopted CESL's Skype assessment as our only accepted form of documented interview because it meets each of the DOS requirements regarding measurement of English language proficiency. Namely, it is standardized, which negates any appearance of impropriety in the event of a DOS audit of our institutional policy, and it is documented via score sheet based on the CEFR – a recognized set of guidelines measuring language proficiency.

#### **4. DEGREE FROM ACADEMIC INSTITUTION UTILIZING ENGLISH LANGUAGE INSTRUCTION**

A diploma (bachelor's degree or higher) issued by an academic institution that utilizes English language instruction. In addition to submitting the diploma, verification that the institution utilizes English language instruction must also be submitted. Verification of English language instruction could take on many forms, including but not limited to a printout of the institution's website or signed documentation from an official at the institution, but personal attestations from prospective exchange visitors and parties not affiliated with the institution will not be accepted as verification.

English language proficiency is now an eligibility requirement for participation in the Exchange Visitor Program and failure to adequately meet the requirement prohibits the issuance of Form DS-2019. Falsification of any of the abovementioned documents for the purpose of circumventing the English language proficiency requirement shall result in the termination of an exchange visitor's J-1 program.