



The
University
Of
Sheffield.

VISITOR1 07/08

Human
Resources.

Notification of Academic Visitor

Action for department: Please complete all sections and return to Human Resources with the Visitor's CV and a Sponsored Researcher form (SR1) if required.

Post Title:

Department & Sub-section (if applicable):

Title: Forename(s):

Surname:

Overseas Address:

UK Mailing Address:

Date of Birth:

Nationality

(If an overseas national, please also complete a SR1 form to enable a permit to be applied for)

Dates of Visiting appointment: From: To:

Reports to (name and position):

Name of substantive employer:

Date commenced employment with substantive employer.....

Please provide a brief explanation of the requirement for this Visiting appointment:

Please provide a brief outline of the Visitor's role and responsibilities:

Authorisations

Signature of Head of Department: Date:

Print Name:

Signature of Faculty Director of Research & Innovation/Director of Learning and Teaching (as appropriate):

..... Date:

Print Name:

Signature of Faculty Pro-Vice-Chancellor:..... Date:

(for Visiting Professors only)