

## **ACADEMIC/ARTIST VISITORS TO THE FACULTY OF MUSIC, UNIVERSITY OF TORONTO**

The University of Toronto's Faculty of Music welcomes Visiting Scholars, Artists, Researchers and Students (primarily doctoral) who are interested in conducting scholarly and/or artistic research and working with members of our faculty for a limited period of time. Office/studio space is very limited and, while the Faculty of Music is generally not able to provide office space or other benefits, we are happy to make every effort to provide online access, access to our outstanding library, and opportunities for connection with our world-class faculty and community of artists and learners.

### **ELIGIBILITY:**

Candidates for Visitorship may submit an application for consideration if the following criteria are met:

- The proposed visit will be temporary and for a period ranging between one week and twelve months
- The applicant will not be paid by funds administered by the University of Toronto but has obtained his/her own funding, travel and accommodation expenses
- The visit does not involve auditing courses or lessons, unless an agreement exists between the University of Toronto and the applicant's home institution
- The applicant will be engaged in full-time academic or artistic research
- The applicant demonstrates oral and written English-language proficiency, or will be supervised by a member of the faculty who is proficient in the applicant's primary language
- The applicant has made contact with faculty who may be interested in the applicant's research and has received the faculty member's agreement to serve as a contact person
- The applicant is recommended by a faculty member

### **PROCESS OF APPLICATION:**

Applications may be submitted at any time and will be considered periodically by a review committee within the Faculty of Music. Only complete applications (as outlined below) will be considered.

Applications should be e-mailed to <music.research@utoronto.ca>. All candidates will be notified of the results of the adjudication of their request. Successful applicants will receive an official letter of invitation from the Dean or Associate Dean Research of Music.

A complete application consists of:

- a current *curriculum vitae*
- a statement of 250-500 words describing the research the applicant plans to undertake during the proposed visit
- in the case of students, a letter of reference from the applicant's supervisor
- a cover letter specifying:
  - the applicant's institutional affiliation or professional status;
  - the beginning and ending dates of the proposed visit;

- the level and type of funding the applicant has in place to support the visit; and
- the name of at least one faculty member of the University of Toronto Faculty of Music who has been contacted and/or who works in the research/artistic area closest to that of the applicant

#### INVITATION:

The letter of invitation may be used as necessary at the visitor's home institution or in the process of fulfilling any visa requirements.

The Office of the Dean or Associate Dean Research will provide the visitor with:

- information on how to obtain a temporary library card (T-card) for the duration of the visit, providing access to the University of Toronto library system
- wireless access at the Music Library/on the University of Toronto campus, subject to the usage policies of the University of Toronto's Information Technology services
- invitation to attend events of the Faculty of Music, including, as appropriate, guest lectures/colloquia, workshops/seminars/masterclasses, or performances as listed in the Faculty of Music's online event postings.

#### **OTHER INFORMATION FOR PROSPECTIVE VISITORS:**

##### HEALTH AND MEDICAL COVERAGE:

Canada does not provide medical and hospital services for visitors; health insurance must be purchased by visitors to cover any medical costs.

The University Health Insurance Plan covers the hospital and medical services of non-resident students and short-term university visitors, defined as individuals who are at a participating university for a brief, defined period of time, not necessarily related to an academic term (i.e. visiting scholars, post-doctoral students, international researchers and conference participants). For further information please see

<http://uhip.ca/>

##### OBTAINING A VISA:

Prospective visitors from outside Canada should refer to the website of Citizenship and Immigration Canada at

<http://www.cic.gc.ca>

##### LOCATION AND THE UNIVERSITY OF TORONTO CAMPUSES:

The Faculty of Music is located on the St. George campus of the University of Toronto's tri-campus system. For maps of the tri-campus please see

<http://www.utoronto.ca/maps>

##### THE MUSIC LIBRARY:

The Music Library is located within the Edward Johnson Building (music building) at 80 Queen's Park Crescent. For library hours and other information please see

<http://library.music.utoronto.ca>