

Loyola Law School Policy on Visiting Scholars

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Loyola Law School in Los Angeles (LLS) periodically receives requests from scholars in the United States and abroad who wish to come to LLS as visiting scholars. Alternatively, LLS faculty members sometimes wish to invite scholars to visit the law school. The following policy is meant to provide guidelines both to potential visiting scholars as well as to LLS faculty members who wish to invite them.

General Principles

1. A visiting scholar must have an advanced degree, which may be a J.D., a Ph.D., or the foreign equivalent.
2. The purpose of the visit should be scholarly, including conducting research; attending seminars, workshops, and classes; and collaborating with LLS faculty on research and writing projects.
3. The visiting scholar must have a LLS faculty sponsor. The sponsor will be expected to function as the host of the scholar, orient the scholar to life in Los Angeles and at the law school, and help arrange logistical matters like transportation and housing.
4. Visiting scholars must provide their own funding.
5. Visiting scholars will receive the following benefits:
 - The right to attend faculty workshops, special lectures, and similar

events.

- Use of the law library, including the use of the faculty library room.
- The right to audit classes at no charge, subject to space being available and approval of the professor teaching the class.
- The right to an LLS email account and internet access.
- The right to identify themselves as being, or having been, visiting scholars at LLS.

6. Visiting scholars can enrich the educational experience at LLS and are encouraged to make faculty presentations and speak to students, both in class and out.

7. Foreign scholars must obtain appropriate visas. LLS will issue documentation that the scholar has been invited as an educational exchange visitor, but it is the applicant's responsibility to take care of all other paperwork and to apply for the visa and pay for it.

8. LLS does not provide individual office space to visiting scholars. The sponsoring faculty member is welcome to share his or her office with the visitor, however, and the visiting scholar can use the faculty library room to engage in study and research.

Application Procedure

An LLS faculty member who wishes to sponsor a visiting scholar must forward a written application to the dean's office. The application need not be long or formal, but it should include the proposed visitor's name, affiliation, academic qualifications (or in the alternative a resume), as well as a brief statement regarding the purpose of the visit. It is up to the dean's office to decide whether to

grant the application.

Applications can only be made by current LLS faculty members. A person wishing to be a visiting scholar must contact an LLS faculty member and obtain that person's agreement to act as sponsor. The sponsoring LLS faculty member will then make the application, as outlined above.