

## CFI: Visiting Scholars and Visiting Students

Every year we are approached by many scholars from around the world who want to spend short periods working in Cambridge on topics related to CFI's activity. These people typically fall into the category of Visiting Scholar or Visiting Student.

Applications need the approval of CFI's Executive Committee (which meets termly) before a visit can commence. Approval will be given to outstanding applicants, whose proposed research is clearly relevant to CFI's goals. We particularly welcome applications from groups currently underrepresented in AI research, and which show evidence not only of academic excellence but engagement with other disciplines and stakeholders. Visitors are expected to be fluent in written and spoken English.

### Visiting Scholars

Visiting Scholars are those who already have a PhD, are engaged in an academic career, and who are employed by a higher education institution. They may visit for anything from a month to a year. We assume that visitors will be in Cambridge to pursue independent research and so we do not provide academic supervision, although visitors may seek affiliation with one of CFI's projects.

### Visiting Students

Visiting Students are postgraduate students who have permission from their university to come to Cambridge for a period to enrich their studies. Visiting Student status is ordinarily given for up to one term – Michaelmas (October–December), Lent (January–March) or Easter (April–June). They should have a mentor within CFI (see below) but will not be formally supervised during their time here.

### How to apply

Please send:

- A brief curriculum vitae.
- A covering letter stating why and for how long (provide dates) you wish to come to Cambridge.
- An outline of the research you propose to conduct while you are here.
- The name of a member of CFI who is willing to act as your sponsor or mentor. This should be the person you would most like to work with or a person whose interests have the greatest overlap with your own. Please see the [People](#) section of this website for further information on staff interests.
- A letter of recommendation from your university supervisor or head of department stating the reasons why it would be helpful for you to spend some time in Cambridge. For Visiting Students this letter must confirm that the period in Cambridge contributes to the degree you are registered for at your home institution.

Please merge all the documents into a single PDF file and email it to us at [cfiadmin@hermes.cam.ac.uk](mailto:cfiadmin@hermes.cam.ac.uk).

An interview (which can be by teleconference) may be required prior to any decision on visits to the Centre.

## Fees

We charge visitors an administration fee of £200, plus a fee of £300 per month for the use of CFI's and the University's facilities; these privileges include being set up with an email account, use of the University library and an invitation to attend research seminars and lectures throughout the University. It is possible, in special circumstances, to apply for a reduction or waiver of this fee; those wishing to apply for this should give reasons in their covering letter. In general, CFI does not have funding available to assist visiting students with living expenses, accommodation, travel, visa costs and so forth.

## Accommodation

We regret to say that we are unable to help with accommodation, but the University does have an Accommodation Service that might be able to assist. Visit their webpage [www.accommodation.cam.ac.uk](http://www.accommodation.cam.ac.uk)

## Visa Procedures

Visiting Students who are not EEA nationals, and subject to immigration control, will need to be issued with appropriate visa supporting documentation once the Student Visitor Agreement has been signed and returned. If an intended visit is six months or less, the student will require a short-term study visa. The [UK Border Agency's website](#) provides advice of visa applications and timescales. **It is the visiting scholar's responsibility to apply for the correct visa.**

If you have any questions, please [contact us](#).