Application for Appointment as a Visiting Fellow or Laboratory Associate

June 2010

Instructions:

The Visiting Fellow rank may be used to appoint individuals to Yale to do independent research whose regular and significant presence at Yale will be of mutual benefit. Please submit this Application to Postdoctoral Affairs for approval before extending a formal invitation to the candidate. (Fax#: 203-432-6182, e-mail: alisa.paradise@yale.edu, Sterling Chemistry Lab, Room 154 (225 Prospect St).

The Laboratory Associate rank may be used to invite individuals to Yale to collaborate with Yale faculty, involving activities requiring presence on campus and access to Yale laboratory facilities. Please submit this Application to Postdoctoral Affairs for approval before extending a formal invitation to the candidate. (Fax#: 203-432-6182, e-mail: alisa.paradise@yale.edu, Sterling Chemistry Lab, Room 154 (225 Prospect St).

Summary of Eligibility Requirements

Visiting fellows should:
1) have a Ph.D. or be an established scholar;
2) hold a position at another university or at a company;
3) have an outside source of salary support of at least $2100/month (personal funds are excluded);
4) have health insurance coverage.

Lab Associates should:
1) have a Ph.D. or have equivalent training;
2) have two or more years of research experience following the Ph.D.;
3) have demonstrated a high professional ability in fields related to the work being proposed;
4) hold a position at another university or at a company and should be coming to Yale part-time or for a short duration;
5) have an outside source of salary support of at least $2100/month (personal funds are excluded);
6) have health insurance coverage;
7) be in residence at Yale during the appointment.

Important Considerations

1) Appointees are not Yale employees, cannot be paid from Yale-administered funds, and do not receive fringe benefits from Yale.

2) Appointees will need to show evidence of health insurance and external funding. The sponsoring department cannot pay for health insurance or provide salary/compensation.

3) Appointments are for a maximum term of 1 year and in most cases are non-renewable.

Please consult the Yale Faculty Handbook and Form 3501FR.13—Instructions, for more information.
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Appointment type (check all that apply):
- [ ] New Appointment
- [ ] Lab Associate
- [ ] Reappointment
- [ ] Visiting fellow

1. Applicant’s Name (Last, First): Click here to enter text.
2. Title (MD, PhD, etc): Click here to enter text.
3. Name of Yale department: Click here to enter text.
4. Name of Yale faculty sponsor: Click here to enter text.
5. Requested appointment dates (no more than one year): Click here to enter text.

6. Country of Citizenship: Click here to enter text.
7. Permanent Address (including country): Click here to enter text.

8. Position or title with current employer: Click here to enter text.
9. Current employer (name of): Click here to enter text.
10. Address of current employer (including country): Click here to enter text.
11. Source of outside financial support while at Yale University: Click here to enter text.
12. Amount of financial support while at Yale University (per month): Click here to enter text.
13. Percentage of time at Yale (%): Click here to enter text.
14. If not 100%, where will applicant spend rest of time?: Click here to enter text.

15. Has the applicant previously held an appointment at Yale? [ ] Yes [ ] No
   a. If so, please indicate the title held. Click here to enter text.
   b. What was the duration of the appointment? Click here to enter text.
   c. Who was the faculty mentor/sponsor? Click here to enter text.

16. Will the applicant bring any equipment (other than a personal computer) to Yale? [ ] Yes [ ] No
   - If yes, please describe and note any special requirements for installation. If yes, you must provide a Certificate of Insurance for use of equipment on Yale premises. Click here to enter text.

17. Briefly describe the applicant’s proposed activities (and access requested), study and/or research while at Yale: Click here to enter text.
Did/will you, your spouse, your domestic partner, or your dependent children...

1. Serve in a fiduciary or management role for any external entity, or serve on an advisory/review committee for commercial entity that could relate to your research, administrative, clinical, teaching, or other Yale activities? This includes, but is not limited to, service as an officer or other management position, partner, trustee, member of the board of directors or scientific advisory board.
   - Yes  
   - No  
   If yes, please describe: Click here to enter text.

2. Have any reportable financial interest from an external entity that could relate to your research, administrative, clinical, teaching, or other Yale activities?
   - Yes  
   - No  
   (This includes, but is not limited to, consulting fees; stock, stock options, or other ownership interests; honoraria or speaking fees from for-profit entities; salary; loan; gifts; fees for serving on boards of directors, scientific and other advisory boards; or other compensation. If you have or will receive royalty payments, do not include these payments when responding to this question. Consider your royalty payments when responding to questions 3 & 4.

   If yes, please describe: Click here to enter text.

3. Do you have any active patents or patent applications resulting from or related to your Yale work?
   - Yes  
   - No  

4. Do you have any license agreements (or expect to execute any agreements) with an outside entity that is resulting from or related to your Yale work?
   - Yes  
   - No
Conflict of Interest Questions (term definitions)

Fiduciary: One who owes to others the duties of good faith, trust, confidence, and candor. Fiduciaries include officers, trustees, partners or members of the governing board of an entity.

Entity: Any non-Yale organization, including for-profit or non-profit companies, corporations, partnerships, LLCs, foundations, associations, cooperatives.

Research: A systematic investigation designed to develop or contribute to generalizable knowledge. Research includes conducting clinical trials.

Officer: A person who holds an office of trust, authority, or command. In corporate organizations, an officer is elected or appointed by the board of directors to manage the daily operations of the firm. Officers include chief executive officer, president, vice president, secretary, and treasurer.

Financial interest: Any financial interest in or relationship with an entity, including, but not limited to, stocks, bonds, stock options, warrants, partnership or other equity or ownership interests, rights to patent or royalty payments, consulting fees, honoraria, speaking fees, salary, loans, gifts, lectureship fees, fees for serving on boards of directors, scientific and other advisory boards, or other compensation. For the purposes of this disclosure, financial interests DO NOT include stock owned through mutual funds or reimbursement for travel expenses.

Royalty: Compensation for the use of intellectual property, usually copyrighted works or patented inventions, often calculated as a percentage of the receipts from use of the property or as a payment for each unit produced.

Patent: The exclusive right to make, use, or sell an invention for a specified period of time, granted by the federal government to the inventor.

License agreement: A contract by which one (the licensor) grants to another (the licensee) the right to sell, make, or use certain intellectual property in return for royalties, fees, or other forms of compensation.

Please submit this application either by fax or e-mail to: 203-432-6182 or alisa.paradise@yale.edu. You can also drop it off at Sterling Chemistry Lab, Room 154 (225 Prospect St).