

Guest researchers application form

This form is only for use at the Department of Informatics.

1

About the guest

2

Funding

Responsible host *

Who wants to invite the guest?

Email of responsible host *

Name, guest *

Email, guest *

Phone number, guest *

Next of kin *

Who can we contact if something happens to the guest? (Typically their spouse, life partner, closest relative or similar)

Next of kin's phone number *

Nationality *

Of which country is the guest a citizen?

Purpose of visit *

Arrival *

/ / 

MM DD YYYY

When does the guest arrive?

Departure *

/ / 

MM DD YYYY

When is the guest leaving?

Home institution *

Which institution is the guest employed at?

Contact person at home institution *

An official whom we can contact for confirmation and/or clarifications if needed.

Does the guest need a letter of invitation?

- ☐ Yes
- ☐ No

Needs assistance in finding accomodation

- ☐ Yes
- ☐ No

Does the guest want assistance in booking a UiB guest house?

Needs UiB guest user account

- ☐ Yes
- ☐ No

Suggestion for office space:

Where would you like this guest to have an office?

Is our department (or a project hosted by our department) funding any expenses related to this visit? *

- ☐ Yes
- ☐ No

Continue

NOTE: This final part only shows up if the final question (Is our department funding any expenses...) is answered "yes".

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Budget/Project name and number if applicable

Which budget is paying this guest's expenses?

The following will be compensated:

- ☐ Travel
- ☐ Meals
- ☐ Lodging
- ☐ Fee
- ☐ Other

Total cost (roughly)

How much will our department need to pay for the guest's stay?

Submit

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