

International Visitor Checklist
Department of Plant and Soil Sciences

Surname (Last Name)

Given Name (First Name)

City of Birth

Country of Citizenship

Mailing Address in Home Country (please include zip code, if applicable)

Date of Birth

Current Position in Home Country

Highest Academic Degree

Phone Number

Gender Male
 Female

Proposed Start Date

Proposed End Date

Visitor Category

Will any dependents be traveling with you? Yes No

If yes, who will be traveling with you? Spouse Children (# of children)

HR Title

Email Address

Funding Source (if not funded by UK)

Funding Amount

Frequency

Please submit the following with this form:

- Updated CV
- Copy of Passport
- Funding Letter or Bank Statement (if not funded by UK)

For Student Interns Only:

- Support Letter from Dean/Academic Advisor:
 - Student's Name
 - Degree level (Undergraduate/Graduate)
 - Date of Expected Graduation
 - Academic Major
 - Approval to be employed by UK

Return this form to your sponsoring faculty member.

To Be Completed by the Inviting Faculty:

Inviting Faculty Name

Account Number for Visa Charges (no grants)

Account Number (if being paid by UK)

Acct No. – FedEx Charges & UK ID Card (optional)

Health Insurance Selection: Academic HealthPlan – 100% paid by visitor

UK Health Plan (Only available if visitor is paid by UK) – Faculty responsible for 'UK Pays portion' and scholar is responsible for remainder (auto-deducted from paycheck). If this option is selected, scholar must purchase emergency evacuation and repatriation coverage separately. Information can be found here: <https://www.uky.edu/hr/benefits/health-insurance>

<p>Fee Breakdown Initial DS-2019: \$298 WildCard ID: \$20 FedEx: \$50+/-</p>

Keys Needed: _____

Will visitor need a gate card? Yes No