I am very pleased to offer you a position as a Visiting Scholar in the [Dept/School] of the University of Missouri – Kansas City. This decision has been made after a careful review of your background and a strong recommendation by Professor XX. Your appointment will begin August 1, 2011 and extend through July 31, 2012. It is clearly understood that the full financial support for your position will be paid by [institution]. However, we will provide you with office space and access to the UMKC computing network and Internet free of charge. Since you are not a U.S. citizen, you are required to show proof of exchange visitor eligibility to the UMKC International Student Affairs Office upon arrival, as required by the United States Government.

As a Visiting Scholar you will be primarily working with Professor XX in our Department on mutually agreed projects, mainly in the area of [Research Topic]. We expect the collaborative research will lead to a closer research relationship with [Your University] and our school. Furthermore, we expect your visit and collaboration will lead to articles in refereed journals and conference papers and that you acknowledge our hospitality in these publications. You are also cordially invited to participate in all of the academic, professional, and social activities of our faculty and staff during your stay with us.

Please note that Medical Insurance, including medical evacuation and repatriation, is mandatory for all visiting personnel. Details of the medical insurance will be mailed to you separately along with Form DS2019 from the UMKC ISAO Exchange Visitor Program Office. As you will not be receiving any financial support from UMKC for this position, you do not qualify for employment benefits and must provide for your own insurance coverage as stated above during your stay in the United States.

Please reply with your signature and date indicating your acceptance of this offer no later than **April 15, 2007** in the space provided below.

I am excited about your visit and am looking forward to seeing you again.

Sincerely,