

**SCHOLARS IN RESIDENCE POLICY**

## 5. RENEWAL PROCESS

Scholar in Residence status is active for 3 years. At the end of the term for which Scholar in Residence status has been granted, the Research Office will contact the Scholar to request an update. If the Scholar wishes her/his status renewed, s/he should submit an updated CV with any changes from the previous term (e.g. new publications or grants). The Research Office will submit the renewal request to the Academic Dean, contact the applicant with the results and update the file.

## 6. SERVICES

Scholars in Residence will be granted the following privileges for a period of three years (renewable):

- A letter affirming his or her status as \_\_\_\_\_ fellowship signed by the Academic Dean
- Dawson staff ID card
- Access to Dawson's library and inter-library loans
- Support from Dawson to acquire a library card from the Bureau de cooperation interuniversitaire (BCI, formerly CREPUQ)
- Dawson email address and access to Webmail
- Access to a self-financed budget code for use at the Dawson Print Shop
- Researchers may be granted access, upon request, to College facilities and equipment provided such facilities are available and their use is approved by the Academic Dean; insurance and liability will be taken into consideration.

## 7. ADMINISTRATION

Once approval is granted by the Academic Dean, the Research Office will contact Information Services and Technology, the retired Scholar's home department and the Academic Dean to inform these departments