

School of Regulation and Global Governance (RegNet)

Visitor Program Guideline

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Introduction

The School of Regulation and Global Governance (RegNet) has a lively Visitors Program that provides an intellectually stimulating environment for scholars and practitioners. We welcome academics, policymakers, practitioners and civil society representatives to join us and spend time in the School to work on projects and activities that align with our areas of interest and expertise.

There are many opportunities to take part in [RegNet seminars](#), to present work in progress and receive feedback from colleagues, and to engage with our PhD students. In addition, the Australian National University (ANU) has a varied [program](#) of talks, study group sessions and conferences in which visitors are encouraged to participate.

Prospective visitors should have existing or possible links with RegNet staff. Visitors are expected to engage in research that will lead to publications (monographs, book chapters and refereed articles) or they will have policy and regulation experience as a practitioner that will help inform the research and education programs in the school and enable the translation of evidence.

Visitors are asked to participate in the programs of the School and the university, meet regularly with other colleagues, interact with students, and to make public presentations of their research as part of School activities. International applicants are strongly encouraged. Proficiency in both written and spoken English is expected of all visitors.

There are three categories of visitors supported by the ANU¹:

1. Campus Visitor (academic and non-academic): for visits of up to one month, with no more than two consecutive renewals. This is primarily used for visitors with short and discrete projects.

2. Visiting Fellow (academic and non-academic): for visits of minimum one month and up to 12 months, with no more than two consecutive renewals.

RegNet administers the ANU visitor category of 'Visiting Fellow' into categories for visitors who are affiliated with RegNet through their study or project work with RegNet colleagues:

- **Alumni Visitor:** for visits of minimum one month and up to 12 months.
- **Project Visitor:** for visits of minimum one month and up to 12 months.

¹ These categories are listed in the ANU Policy and Procedure relating to 'Academic titles conferral: Honorary (Clinical) appointee, Visiting Fellow, Visitor and Emeritus Professor'.

Policy: https://policies.anu.edu.au/ppl/document/ANUP_000417

Procedure: https://policies.anu.edu.au/ppl/document/ANUP_000647

The term and review periods for the categories are covered in the Policy document.

3. Honorary (academic): for esteemed academics (Levels B-E). This is an invitation-only status. The level of honorary status conferred is in line with current level of appointment at the academic's home institution. This visitor status is awarded for a period of at least one year and up to five years and it is renewable.

Prior to the conclusion of each period of appointment, the School will endeavour to contact current Visitors to discuss options for renewal. All privileges are reviewed at application for renewal for all categories of visitors.

Note: Please refer to the RegNet Grant Application Guideline for details in relation to Visitors and CI status. This guideline can be obtained from the RegNet School Manager.

Support to Visitors

Visiting Fellows and Honorary Academics will have access to library borrowing privileges and full network access (includes ANU email account, printers, remote access to library e-resources and after-hours access to RegNet office spaces).

Campus Visitors will not have library borrowing privileges nor full network access but can access the campus wi-fi network using [eduroam](#), if their home institution is a member of the eduroam network.

Shared office space and access to a computer will be provided for all visitors and all visitors are able to access research libraries, University facilities and School events.

Visitors will need to have their own source of salary/funding, such as sabbatical salary or grants. Visa documents and associated costs, if required, are the responsibility of the applicant.

The School provides Honorary Professors (Level E) with financial assistance for travel and accommodation to support their sustained engagement with RegNet staff and students. The School does not provide a stipend or other financial assistance for Honorary Academics (Levels B-D), Campus, Alumni and Project Visitors: these visitors should plan sufficient funds to cover adequate living expenses for the duration of their stay.

Visitor Application Procedure

RegNet receives many inquiries from potential visitors. Unfortunately, we cannot accommodate everyone, making an application procedure necessary.

1. Find an academic host

All visitors need an academic host who is a staff member within the School and who is willing to serve in that capacity for the visitor. It is the visitor's responsibility to find a qualified person to serve in this capacity, with advice from the School if necessary. The host will introduce the visitor to the School and its infrastructure. A visitor's host should be the first contact for any issues. The host will also ensure that a visitor's report is submitted in timely fashion, and that subsequent publications arising from work conducted as a visitor are reported to the School.

2. Submit an application

Prospective visitors should apply well in advance of the start date of their proposed visit. The RegNet Visitor Application form can be downloaded [here](#) or by emailing regnet@anu.edu.au. Applications should be emailed to regnet@anu.edu.au and comprise:

- A completed RegNet Visitor Application form
- A current curriculum vitae (maximum three pages), including email address and full contact information

(Note: Application forms are not required for renewals or completing students).

3. Review

The RegNet Governance Group reviews visitor applications on a rolling/monthly basis.

A member of the RegNet Professional Team will advise all applicants of the outcome of their application.

Please note that Honorary Professors do not need to complete an application for every visit to the School, they should simply contact the RegNet School Manager in advance to arrange their upcoming visit.

4. Decision

All visitors will receive a personalised welcome email from the School Director after their visitor status is confirmed in the ANU eForms system.

Visitor Contribution to the School

Visitors are strongly encouraged to actively engage with staff and students throughout their visit and to contribute to the intellectual life of the School by giving a seminar and/or Masterclass during their stay. Visitors should nominate what kind of contribution they would like to make in the [RegNet Visitor Application form](#). Seminar/masterclass logistics can be arranged through the visitor's academic host with the assistance of the Professional Staff team.

Visitors are encouraged to provide the School with updates regarding their education and public service activities and outcomes by participating in the School's quarterly monitoring exercise. Visitors will be requested to provide this information to the RegNet Senior Research and Engagement Officer.

During the period of appointment as a visitor, any public statements made should acknowledge the individual's visitor status and not imply any representation of the University's views.

Visitor Fees

Please note that in some circumstances where a visitor is unable to engage deeply with the School, a fee can be applied to cover the administrative costs of running the Visitor Program. The fee may be \$200 AUD per month or part of a month (where the visit extends beyond the 5th day of the month), capped at \$1000 AUD. Further discussions regarding fee payments will be on a case by case basis.

Completion of Visit

Upon completion, the visitor will submit a brief report to the School on activities conducted while a visitor. The report should set out how the goals of the visit were met during the period of stay. In particular, details of research published/talks given/policy engagement made during the period of appointment should be reported. It is further requested that any research published subsequent to the visit that was based on work carried out during the period of the visit, be reported to the School.

Additional Information:

Canberra is the nation's capital and as such is home to a variety of places of interest for research such as the National Library of Australia and National Archives of Australia, as well as a variety of other institutions such as the National Gallery, Australian Institute of Sport, and National Museum. Canberra is considered a very liveable city and particularly family friendly. Canberra is three hours by car to Sydney, four hours by train, 45 minutes by aeroplane. It is linked by regular flights to the other Australian capital cities and to international destinations via Sydney and Melbourne airports.

University Life

The Australian National University is a medium-sized University by Australian standards with a diverse community. As a visitor to the School you are a member of this community and invited to participate in the various offerings around campus.

Canberra Housing and Life

Visitors are responsible for finding their own housing for the duration of their stay. Depending upon market conditions, requirements and budget, housing can be difficult to secure close to the University. The following link provides resources and advice for short stay, staging and private rental accommodation:

<http://www.anu.edu.au/study/accommodation/accommodation-alternatives>

Medical Insurance

Many visitors from overseas are not eligible for Medicare, the national health insurance scheme. Thus, visitors will need to arrange for their own private medical and hospital insurance before arriving in Canberra. Long stay visitors should consult https://privatehealth.gov.au/health_insurance/overseas/index.htm while short stay visitors should purchase adequate levels of travel insurance.