

## **Call for Visiting Scholars**

### **University of Haifa HAI Fellow 2025-2026**

The Division of Global Engagement is pleased to offer support for hosting top-tier international researchers at the University of Haifa.

The selection of the visiting scholars will be based on their international research reputation and expertise in a multidisciplinary field that can benefit multiple departments. The visiting researchers are expected to contribute to the faculty's internationalization by participating in seminars, conducting workshops, and engaging in research and teaching collaborations during a stay of at least 10 days.

#### **Proposed Funding for Hosting International Faculty Members:**

Maximum funding for hosting a scholar will be ₪22,000, which covers only airfare and accommodation. The number of funded visits is allocated according to the size of each faculty as follows:

- Faculty of Social Sciences: **2 researchers**
- Faculty of Humanities: **2 researchers**
- Faculty of Social Welfare and Health Sciences: **2 researchers**
- Faculty of Law: **1 researcher**
- Faculty of Education: **1 researcher**
- Faculty of Natural Sciences: **1 researcher**
- School of Marine Sciences: **1 researcher**
- School of Design: **1 researcher**

#### **Naming**

We kindly request that all publications related to the visiting scholars' activities such as announcements, website content, presentations, workshop programs and other materials include the grant's name and logo in the title, formatted according to the faculty's name. For example:



#### **Faculty of Social Sciences 2025-2026 HAI Fellow**

### **Funding Criteria:**

- A visiting scholar must be an international faculty member who is not a resident of Israel and has a significant research reputation in a field relevant to as many departments as possible within the faculty or school.
- The visitors must take part in substantial academic activity during their stay in Haifa, such as giving lectures or workshops, writing research proposals, meeting with students, and similar engagements.
- The visit at the University of Haifa must be for a minimum of 10 days.
- Funding will cover airfare and accommodation expenses only.
- Accommodation costs may not exceed ₪1,000 per night and must **be in Haifa only**.
- The support applies to visits that take place during the 2025-2026 academic year and must be completed by July 31, 2026.
- The Dean of Faculty must submit a recommendation for the selected visiting researchers to the Division of Global Engagement. The selection process is conducted internally within the faculty.

### **Deadline for reporting on the visits: August 15, 2026.**

### **Submission Process:**

**1. The Dean/Head of School, together with the Head of Administration,** are requested to:

**A.** Complete the [online application form](#) for each candidate

**B.** Submit a cover letter in English, explaining the rationale behind the candidate's selection.

The letter should also include the name and contact information of a designated administrative contact person who will be responsible for reporting on behalf of the faculty.

The letter should be emailed to: [Tzohar1@univ.haifa.ac.il](mailto:Tzohar1@univ.haifa.ac.il)

Submission deadline: Open, but please try to secure visitors as early as possible.

For questions and clarifications, please contact Tsameret Einav by email or by phone: 04-6146269

### **Important Notes:**

- In accordance with internal regulations, funds can be transferred only for actual expenses supported by an official invoice. It is not possible to transfer funds in advance to cover the visit.
- Therefore, flight and hotel expenses must be processed through SAP purchase requests only. Please note that visitors **cannot** pay for flights or accommodation and then request reimbursement.
- All SAP orders and requests are the responsibility of the faculty. The faculty is also responsible for reporting on the actual execution of the visit, as will be detailed upon receiving the preliminary funding approval.

- We recommend avoiding the purchase of non-refundable flight tickets or hotel bookings, in case of cancellation.

**Explanation of the Funding Process:**

- All expenses related to the hosting visit will be carried out through the faculty's cost center and reported to the Division for Global Engagement after the visit is completed.
- Funding will be transferred via SAP to the cost center where the expenses were incurred, upon submission of a final expense report. This report must be submitted no later than two weeks after the visit's end, and in any case, no later than August 15, 2026.
- Funds will not be transferred to multiple cost centers – all expenses must be consolidated under a single cost center.
- SAP requests must clearly detail the nature of the expense and state that it is for hosting an international faculty member. The requests must include the visiting scholar's name, so this information is reflected in the financial reports.

**Prof. Tally Katz-Gerro**

Vice President for Global Engagement