Texas A&M University—San Antonio

Decision-Making Tree for International Visitors

PURPOSE OF INVITATION

International visitor will be involved in research project or collaboration and will have access to labs and research facilities to observe and/or conduct research

YES → SUBJECTED

NO ↓

International visitor will be issued TAMUSA ID card, keys to offices or labs or given access to TAMUSA computing system in any way or manner

YES → SUBJECTED

NO ↓

International visitor will be paid an honorarium, reimbursed expenses or given something of value

YES → SUBJECTED

NO ↓

International visitor will meet with colleagues to discuss a research project or collaboration in which he/she is not actively working and there is **NO** exchange of controlled information or technology

YES → EXEMPT

NO ↓

International visitor will tour labs or facilities that **DO NOT** have controlled information or technology

YES → EXEMPT

NO ↓

International visitor will participate in general academic or scientific meetings, give lectures, presentations or seminars. International visitor **CANNOT** be part of discussions where there is an exchange of controlled information or technology.

YES → EXEMPT

SUBJECTED:

SCREENING AND APPROVAL REQUIRED PRIOR TO FORMAL INVITATION IS MADE

NOTIFY THE DIRECTOR OF GRADUATE STUDIES & RESEARCH AND SEEK APPROVAL BY COMPLETING "REQUEST FOR APPROVAL OF SUBJECTED INTERNATIONAL VISITING SCHOLAR"

OR

"REQUEST FOR APPROVAL FOR REIMBURSEMENT/HONORARIA FOR SUBJECTED INTERNATIONAL VISITOR"

SEE FORMS FOR SPECIFIC INSTRUCTIONS

EXEMPT:

SCREENING AND APPROVAL NOT REQUIRED <u>UNLESS</u> INITIAL TERMS OR INTENT OF VISIT CHANGE.

ANY CHANGE MUST BE COMMUNICATED TO THE DIRECTOR OF GRADUATE STUDIES & RESEARCH, AND THE APPROPRIATE FORMS NEED TO BE SUBMITTED.