Van Andel Institute

Application for **Guest Student** Status
at Van Andel Institute

The student should complete the top section; forward it to the person preparing a recommendation, who after completing it should forward it to the college registrar for approval. When all 3 sections are complete, forward it to VAI (see below).

Student Information
(to be completed by the student applicant)

Student Name: _____
Last First MI Birthdate

Email Address: _____

Current Address _____ Phone: _____

College/University: _____

Preferred Laboratory (if none, indicate no preference): _____

Term Dates: _____ Name of Investigator: _____

1. Student Status: _____ 1st yr _____ 2nd yr _____ 3rd yr _____ 4th yr _____ Other
2. Major: _____
3. Are you on probation (academic or social) or under disciplinary action by the college/university?
   _____ No _____ Yes (Please explain) _____
4. Please send an **official** transcript with current grades, a resume and cover letter stating desire to do research at VARI to:
   Van Andel Institute - Registrar, 333 Bostwick Ave NE, Grand Rapids MI 49503-2518
5. Are you a U.S citizen or permanent resident? _____ Yes _____ No If no, what is your immigration status? _____

Recommendation
(to be completed by a faculty member, academic adviser or administrator)

1. Recommender Name and Title: _____
2. Professional relations with the student: _____
3. Testimony to the student's qualifications, preparation and character to do independent work in a supervised laboratory: _____
4. What is the place of the proposed work/study at VAI in the student's academic program? Examples: Fulfills a major requirement, a general college requirement, an elective, or a specific requirement (please indicate.) _____
5. College/university expectations for this work/study:
   a. A certain number of hours? _____
   b. Specific responsibilities? _____
   c. A letter grade? If so, when should it be submitted and to whom? _____
   d. A written evaluation? If so, to whom should it be submitted? _____
   e. Other? If so, what? _____

Registrar Approval

Registrar's Name (or designee): _____
Amount of credit to be awarded: _____
Approval: ___Yes _____No Comments: _____

2010

Please send completed application to:

Carol G. Rappley *VAEI Graduate School - Registrar* *333 Bostwick Ave NE* *Grand Rapids, MI 49503-2518*	Or fax to: VAIGS Registrar **(616) 234-5709**

*A Guest Student is one who is working / studying at the Van Andel Research Institute (VARI) for credit at their academic institution in which they are enrolled. To be eligible for work / study at VARI, the college / university must have a current Institutional Agreement on record with VAI. Contact the VAI Graduate School Office at (616) 234-5708 if needed.