

**UNIVERSITY OF CHICAGO**  
**AGREEMENT FOR EXTERNAL POSTDOCTORAL RESEARCHER**

The University of Chicago (the “University”) and \_\_\_\_\_ (the “Sending Institution”) agree that \_\_\_\_\_ (the “External Postdoctoral Researcher (EPR)”), an employee or fellow of the Sending Institution, may visit the University to engage in research and training in the Department of \_\_\_\_\_ laboratories under the direction of \_\_\_\_\_ (the “Host”), a member of the University faculty. The University and the Sending Institution also agree that the visit will be beneficial to the EPR, the University and the Sending Institution. The following terms and conditions apply to this agreement:

1. The EPR’s activities at the University will begin on or about \_\_\_\_\_, 20\_\_ and conclude on or before \_\_\_\_\_, 20\_\_ unless sooner terminated by either party or extended by written agreement. The EPR’s activities while at the University under this agreement will include:
  2. While at the University, the EPR may acquire information, data, procedures and techniques that are confidential, proprietary information of the University or of sponsors of research or other activities at the University. The EPR and the Sending Institution agree not to disclose such information to others and not to use such information in the manufacture of products or performance of services unless the University, acting through its Office of Technology and Intellectual Property, agrees to license the Sending Institution to use such information. The agreement not to disclose does not apply to information that is published, already known to the EPR or Sending Institution, or received by the EPR or Sending Institution from other sources not bound by similar obligations of confidentiality. Any inventions or other intellectual property that may arise from the EPR’s use of facilities, equipment or materials of the University or using funds administered by the University shall be subject to the University’s intellectual property policies, and the EPR will cooperate by disclosing such inventions and intellectual property and signing such papers and providing such information as are needed to comply with such policies.
  3. While at the University, an EPR may have access to digital publications, data, information, software and the like that have been licensed to the University. The EPR may use these materials only while at University and solely to the extent necessary in connection with his or her professional activities at the University.
  4. The Sending Institution will provide for the EPR’s compensation, benefits and expenses in accordance with the Sending Institution’s policies, including medical insurance coverage for the EPR’s stay at the University. The EPR shall not be an employee of the University and shall not be entitled to any compensation or benefits made available by the University to its employees or required by law for University employees.
  5. The Sending Institution agrees to indemnify the University against all claims arising because of the External Postdoctoral Researcher’s presence at the University, except to the extent caused by the University’s gross negligence or willful misconduct.

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6. If the EPR is not a citizen or Legal Permanent Resident of the United States, he or she may not conduct the activities covered under this Agreement in B-1/B-2 status or under the Visa Waiver Program. The University will sponsor the EPR for J-1 status in either the "Research Scholar" or "Short-Term Scholar" category, if eligible for J-1 status. Within three business days of arrival at the University, the EPR must visit the Office of International Affairs and present his or her documents. If the EPR arrives at the University in B-1/B-2 status or under the Visa Waiver Program, this agreement is void ab initio.

7. The External Postdoctoral Researcher will comply with all applicable University policies, rules and regulations and will follow the directions and guidance of the Host. The University may terminate this Agreement and the External Postdoctoral Researcher's access to the University's facilities at any time in its sole discretion.

THE UNIVERSITY OF CHICAGO

\_\_\_\_\_  
Sending Institution Name

BY (Host) \_\_\_\_\_

BY \_\_\_\_\_

TITLE \_\_\_\_\_

TITLE \_\_\_\_\_

DATE \_\_\_\_\_

DATE \_\_\_\_\_

Department Chair \_\_\_\_\_

Date \_\_\_\_\_

Dean's Office \_\_\_\_\_

Date \_\_\_\_\_

\_\_\_\_\_  
External Postdoctoral Researcher

\_\_\_\_\_  
Date

This agreement should be presented to the Provost's Office at least one week in advance of the start of the visit.

PROVOST'S OFFICE USE ONLY