



AMERICAN UNIVERSITY

WASHINGTON, DC

## Center for Latin American Studies Research Fellows Program

### I. Overview

The Center for Latin American and Latino Studies (CLALS) Research Fellows Program is a highly selective program designed for scholars, practitioners, and PhD students in the fields of Latin American and Latino Studies. Fellows perform independent research or professional activities while in residence at CLALS. Appointments may begin during any month and typically range from one month to a year. An extension may be granted at the discretion of the CLALS Director. Visa sponsorship for international Fellows is detailed in Section IV of this document.

### II. Program Details

CLALS Research Fellows have access to the research infrastructure available at American University, including library services. Fellows are invited to participate in events, lectures, and other programs sponsored by CLALS or American University.

- a. The Fellow is expected to:
  - i. Have a clearly defined research agenda before beginning the program.
  - ii. Be willing to present his or her work to the American University community at some point while in residence.
- b. Fellows are entitled to an American University email address; an AU identification card that also serves as a library card; access to the Bender Library's numerous academic resources; and a work space (including computer access) in the CLALS office.
- c. The Program does not provide Fellows with:
  - i. Housing
  - ii. Meals
  - iii. Transportation/Parking
  - iv. Conference fees or other funding related to individual research or projects
  - v. Health insurance: Under federal regulations, international Fellows on J-1 visas are required to demonstrate proof of health insurance.

### III. Administrative Information

- a. Application Process
  - i. Prospective Fellows should complete the attached application and email it, along with the following documents, to CLALS ([clals@american.edu](mailto:clals@american.edu)):
    1. Curriculum Vitae

CENTER FOR LATIN AMERICAN AND LATINO STUDIES

4400 MASSACHUSETTS AVENUE, NW WASHINGTON, DC 20016-8137 202-885-6178 FAX: 202-885-6430

[www.american.edu/clals](http://www.american.edu/clals)



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2. Request for a fee waiver, if applicable
  3. Any additional supporting materials
- ii. The application review process may take up to one month. Applicants will be notified via email of the decision. For applications that are accepted, CLALS will begin visa processing.
- b. Selection Process: Applications are reviewed each month by the Director of CLALS. Particular attention is paid to the following:
    - i. Scope of the proposal and feasibility of the proposed research
    - ii. Compatibility with research and activities of interest to CLALS and affiliated AU faculty
  - c. Fees and Fee Waivers
    - i. The Program fee has two parts. The first part is a nonrefundable deposit of \$300 that is required within one month of acceptance, and covers visits up to six months. For Fellows staying longer than six months, there is an additional fee of \$50/month for months' seven to twelve. The additional fee is due within one month of arrival. Fees must be paid in U.S. dollars with cash, check, or wire transfer.
    - ii. Fellows may request a full or partial fee waiver. Fee waiver requests should be submitted in writing before the fee is paid, as we cannot give refunds once we have received payment.
  - d. Visa Sponsorship: CLALS will sponsor J-1 visas for international Fellows. Fellows are required to present the necessary materials and comply with all U.S. government regulations, including:
    - i. Demonstration of financial support for the Fellow and dependents
    - ii. Health insurance for the entire length of the program
    - iii. The Center's J-1 coordinator will request additional documents after acceptance.

#### **IV. Contact Information**

Center for Latin American and Latino Studies  
4400 Massachusetts Ave NW  
Washington, DC 20016-8137  
[clals@american.edu](mailto:clals@american.edu)  
Phone: 1-202-885-6178

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