

## International Visit Request Form

### INSTRUCTIONS

Please complete the form below if you would like logistical assistance from the Internationalization Office in organizing a visit for an individual or group from abroad to the Schulich School of Medicine & Dentistry. All requests must be submitted 30 days in advance of planned visit. Please submit the completed form to [international@schulich.uwo.ca](mailto:international@schulich.uwo.ca).

VISIT COORDINATOR	
Name	
Title/Position	
Email	
Phone	
Date of Request	

  

VISITING DELEGATION	
Institution	
Country	
Website	
Proposed Date of Visit	
Proposed Start Time	
Proposed End Time	
Number of Visitors	
Leader of Delegation	

OTHER INFORMATION	

Purpose of the visit	
Background of the visiting Institution/Hospital	
Areas/Topics for Discussion (specific areas of interest)	
Does the institution have a previous relationship with the Schulich School of Medicine & Dentistry or with Western University? <i>If so, please specify</i>	
Have any members of the delegation previously visited the Schulich School of Medicine & Dentistry? <i>If so, please specify</i>	
Have members of the Schulich School of Medicine & Dentistry previously visited the institution/hospital? <i>If so, please specify</i>	
Positions/Names of the Schulich School of Medicine & Dentistry/hospital staff with whom the delegation would like to meet (if known)	
Do you plan to sign an MOU or Agreement as part of the visit? <i>If so, please elaborate.</i>	

- Would you like hospital tours during the visit? Yes ☐ No ☐
- Would you like research lab tours during the visit? Yes ☐ No ☐
- Would you like a campus tour during the visit? Yes ☐ No ☐
- Will an interpreter be required? Yes ☐ No ☐ Language | \_\_\_\_\_
- Any accessibility considerations:

- Dietary needs or restrictions:

MEMBERS OF DELEGATION		
	Name	Title/Position
1		
2		
3		
4		
5		
6		
7		
8		

#### Supplementary Information Checklist

To complete your request, please ensure the following are attached upon submission:

- Brief biography information on Delegation Leader or key delegation members
- Background information on Institution/Organization and/or other relevant information