GUEST RESEARCHER INVITATION LETTER

DAY/MONTH/YEAR

To whom it may concern

This is to certify that Mr./Ms./Dr. (NAME) holder of (PASSPORT NO. xxxxx with citizenship from (COUNTRY) is coming to Norway to take part in (NAME OF RESEARCH PROJECT OR STUDY) in collaboration with Oslo Metropolitan University in Norway from DAY/MONTH/YEAR to DAY/MONTH/YEAR.   The purpose of the stay is to (DESCRIBTION OF TASK) at Oslo Metropolitan University) with faculty xx, institute xx or Centre. The contact person is (NAME/TITLE/FACULTY OR CENTRE NAME)

Mr./Ms./Dr. (NAME) is funded by (INSTITUTION NAME/SCHOLARSHIP/ SALARY OR OTHER SPECIFIED FUNDING - must have enough money to finance the stay here and for the return journey and adheres to the amount required by the [UDI monthly expenses for Norway,](https://www.udi.no/en/want-to-apply/work-immigration/vocational-training-and-research/#link-1001))

Arrival planned by (DATE). Departure by (DATE). The applicant will be returning to (INSTITUTION NAME), (COUNTRY) and the end of the visit. The applicant is guaranteed help with finding housing by the [OsloMet International Staff Services](https://ansatt.oslomet.no/en/omiss).

We certify that Mr./Ms./Dr. (NAME) has a C1 level of English both orally and written.

 Arrival planned by (DATE). Departure by (DATE). The applicant will be returning to (INSTITUTION NAME), (COUNTRY) to complete his/her PhD/work.

(Checklist to those who invite guests **before** sending the invitation:

* Guest researchers from outside the EU/EEA staying more than 3 months will need to apply for a visa for [Researchers with own funds](https://www.udi.no/en/want-to-apply/work-immigration/vocational-training-and-research/?c=chn#link-1001) to enter Norway, this can take several months depending on the country. If the guest researcher is paid by OsloMet or coming for less than 3 months, other rules apply. Contact [OsloMet International Staff Services](https://ansatt.oslomet.no/en/omiss) for assistance.
* The guest researcher must have valid [travel insurance](https://www.udi.no/en/word-definitions/travel-insurance-for-you-who-apply-for-a-visitors-visa/).
* Access to OsloMet systems and buildings should follow the service needed for the stay.
* If the research area is affiliated with export control, an e-license may have to be required
* The level of English should be close to fluent to benefit in international conferences or research projects.

Sincerely,

(NAME HEAD OF DEPARTMENT)

Title

Oslo Metropolitan University

E-mail and Phone