Guidelines for Visiting Faculty Appointment Titles

Visiting Faculty appointments are faculty appointments intended for individuals who qualify for faculty status and are at Emory temporarily, often while on leave from other institutions. (Individuals with terminal degrees for whom faculty status is not appropriate should be considered for postdoctoral appointments.) These appointments are always temporary and limited to a length of one year with the option to renew.

**Visiting Faculty Appointments include:**

- Visiting Professor
- Visiting Associate Professor
- Visiting Assistant Professor
- Visiting Instructor
- Visiting Scholar

The rank of visiting faculty should correspond with that of the home institution. Visiting Scholar should be used when the visiting faculty doesn't currently hold an appointment elsewhere.

Visiting Faculty must have ongoing support, whether from Emory or from an external institution or grant sponsor. Visiting Scholars may not be supported from their own personal funds. Acceptable funding sources include salary from a home institution, a grant from another organization, an Emory salary, or any combination of those sources, provided that the total annual support is at least equivalent to the minimum first-year salary of a School of Medicine postdoctoral trainee.

To formalize the appointment, complete the normal faculty appointment process.