



University of California, Berkeley  
Visiting Scholar and Postdoc Affairs (VSPA) Program  
<https://vspa.berkeley.edu>  
302 Sproul Hall

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TO: Jaime Ruiz-Zapatero  
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FROM: Yvette Lane-Newton,  
Director

### VSPA PROGRAM AFFILIATE AUTHORIZATION

I am pleased to provide confirmation that you have been appointed as a Visiting Scholar in the Physics Department beginning September 1, 2022 and ending January 18, 2023.

As a visiting scholar or visiting student researcher at Berkeley, you are now part of a renowned research community that fosters innovative thinking as well as creativity and collaboration across all fields. To this regard, the Visiting Scholar and Postdoc Affairs (VSPA) Program is dedicated to enhancing your research experience at UC Berkeley. In order to ease your transition to Berkeley, we have developed numerous support programs and services that are available to you. To learn more about them, we encourage you to attend our New Affiliate Orientation which is held the first Thursday of every month. The dates and registration process for the New Affiliate Orientation is available at <http://vspa.berkeley.edu/postdoc-and-visiting-scholar-orientation>. You can also view [Getting Started](#), a brief summary of the procedures to get recognized for service once you arrive.

#### University Services Fee

In order to gain access to numerous university privileges and resources, including Berkeley ID cards, library access, and a Berkeley email account, visiting scholars and visiting student researchers must pay the University Services Fee within 3 days of their appointment start date. This fee is mandatory and must be paid in order for affiliates to be in compliance with VSPA Program affiliation requirements. For more information on how to pay the fee, please go to <http://vspa.berkeley.edu/visiting-researcher-scholar-pre-arrival-information>.

#### Health Insurance

As an international visiting scholar or visiting student researcher, you are required to have health insurance for the duration of your appointment. You can purchase health insurance through [Garnett Powers & Associates](#) (GPA) which is the health insurance broker for visiting scholars and visiting student researchers throughout the University of California (UC) System. Alternatively, you can purchase other health insurance; however, it must meet the UC minimum requirements of coverage. Upon review of the alternate insurance by GPA, you can choose to waive out of the health insurance offered by GPA. Please note that if you choose the health insurance by GPA, you must enroll in the plan within 31 days of your arrival. Information regarding the UC visiting scholar/visiting student researcher health insurance, as well as minimum coverage requirements, can be found on the GPA website at <https://clients.garnett-powers.com/vs/ucb/>.

#### E-Mail

All visiting scholars and visiting student researchers are required to report their Berkeley email address or other valid email address to [vspa@berkeley.edu](mailto:vspa@berkeley.edu) within five calendar days from their arrival date to campus. You will be contacted via the VSPA Message Service with regards to important policy notices, career and professional development workshops, lectures, and special events.

#### Benefits and Campus Resources

To find a list of benefits and privileges available to you and how to access them, please go to <http://vspa.berkeley.edu/visiting-researcher-scholar-health-insurance-and-benefits>. Additionally, the National Center for Faculty Development and Diversity (NCFDD) offers affiliates and their spouses, as well as underrepresented groups and women with resources in writing, publishing work, and preparing for courses. For more information, please go to <http://vspa.berkeley.edu/national-center-faculty-development-and-diversity>. Finally, for a list of campus offices, special programs, and other resources to further assist you during your stay at Berkeley, please go to <http://vspa.berkeley.edu/visiting-researcher-scholar-campus-resources>.

If you have any questions regarding your appointment, please contact the administrator for your sponsoring department or the VSPA Program Office via e-mail at [vspa@berkeley.edu](mailto:vspa@berkeley.edu) or by telephone at 510.643-9681.

It is my hope that your time here proves to be productive and enriching. Welcome to Berkeley!