1. ***Sabbatical and Visiting Form***, which is in the website of Department of Agricultural Economics is sent to the Department Head via e-mail or other channels.
2. Form is evaluated and the contact person from the department is asked to provide detailed information in the ***Academic Board***.
3. In all applications it is required that:

* The ***motivation*** of the scientist should be clear and understandable,
* Acceptance of responsibilities that will accelerate academic potential of the department such as providing ***seminars and lectures willingly, working with young scientists and participating research projects***,
* The demand for staying in the department as a visiting academician for ***2 semesters (6 months) at most*** under existence of common projects or training program or ***1 semester (3 months)*** otherwise,
* The ***academic field of interest, content of academic publications and projects*** should be in conformity with the department,
* The ***CV*** of the scientist should be provided in details as attached.

1. ***Academic Board of the Department takes Acceptance or Refusal*** decision considering the conditions indicated, the result is sent to the scientist in written form via Head of the Department.

**Department of Agricultural Economics**