

Position at home institute/organization

Student

Postdoc

Staff

Faculty

Former CIT PD/student

Remote access for high-performance computing  
**HPC Guest** (up to 1 year)  
Request: **VAR**

In person visit 1—9 days  
**No appointment**

In person visit 10 days—1 month  
**Volunteer**  
Request: **VAR**

In person visit > 1 month

Undergrad  
MOU (active) :  
**External Affiliate**  
Request: **VAR**  
No MOU:  
**VURP**  
Request: **Student Team**

Grad  
**VSR**  
Request: **Student Team**

High school student  
**Minor Volunteer**  
Request: **VAR**  
\*must be local or explain commuting + lodging arrangements

Remote access for high-performance computing  
**HPC Guest** (up to 2 years)  
Request: **VAR**

In person visit 10 days or less  
**No appointment**

In person visit 11 days—1 month  
**Guest**  
Request: **VAR**

JPL postdoc (employee/on payroll)  
**Guest** (11 days—up to 2 years)  
Request: **JPL Data Sheet** (AA approves, email [snielsen@caltech.edu](mailto:snielsen@caltech.edu))

JPL postdoc (contingent worker e.g., NASA postdoc)  
**Guest** (11 days—up to employer's contract end date)  
Request: **JPL Data Sheet, Patent, NDA** (AA approves, email [snielsen@caltech.edu](mailto:snielsen@caltech.edu))

MOU or other formal agreement  
**External Affiliate** (11 days—up to 2 years)  
Request: **VAR**

In person visit ≥ 1—3 months  
**Visitor**  
Request: **VAR + DPM**

In person visit 3 months or more  
**Postdoc Fellowship Trainee** (must meet CIT salary requirements)  
Request: **DPM**

Remote access for high-performance computing  
**HPC Guest** (up to 2 years)  
Request: **VAR**

In person visit 10 days or less  
**No appointment**

In person visit 11 days—1 month  
**Guest**  
Request: **VAR**

JPLer

**Guest** (up to 2 years)  
Request: **JPL Data Sheet** (AA approves, email [snielsen@caltech.edu](mailto:snielsen@caltech.edu))

**Visiting Associate** if PI/Co-I on sponsored research  
Request: **DPM**

MOU or other formal agreement  
**External Affiliate** (11 days—up to 2 years)  
Request: **VAR**

In person visit ≥ 1 month  
**Visitor**  
Request: **VAR + DPM**

VAR process: 4-6 weeks  
DPM process (HR contract): 5-6 weeks  
(not including visa)

Remote access for high-performance computing  
**HPC Guest** (up to 2 years)  
Request: **VAR**

In person visit 10 days or less  
**No appointment**

In person visit 11 days—1 month  
**Guest**  
Request: **VAR**

MOU or other formal agreement  
**External Affiliate** (11 days—up to 2 years)  
Request: **VAR + DPM**

In person visit ≥ 1 month

**Visitor**  
Request: **VAR + DPM**

**Visiting Associate** (per requirements + pre-approval)  
Request: **VAR + DPM**

Guest/EA/Volunteer: no visa assistance

1 month = Jan 01 to Jan 31

Remote access for high-performance computing  
**HPC Guest** (up to 2 years)  
Request: **VAR**

Needing access to Caltech facilities or systems to complete activities related to publication of their research conducted while a Caltech student or postdoc.  
**Guest** (up to 6 months)  
Request: **VAR**