



2019 Visiting Professorship

Any medical school with an active AΩA Chapter may host one visiting professor during each academic year, with the visit funded by the AΩA National Office. Information pertaining to the visit should be submitted online at least six weeks in advance of the visit on the AΩA website at alphaomegalpha.org/professor_visit_1.php.

The visiting professor is encouraged to provide one full day, or more, of teaching, interacting with students, residents, and faculty.

The visit should be titled the “AΩA Visiting Professorship,” which should be included on all posters, announcements, press releases, and other collateral related to the visit.

The AΩA Chapter must submit an itinerary for the visit and activities to the National Office at least 30 days prior to the visit.

Activities of the Visiting Professor should include clinical and/or rounds, research discussions, teaching conferences or seminars; one or more sessions on leadership and/or medical professionalism; departmental Grand Rounds; and/or a major address to the medical school community, or presentation at the annual AΩA banquet.

The AΩA Councilor, in consultation with the Chapter’s student members, and faculty, should select the visiting professor at least six weeks before the event. The Councilor should then provide the following information online to the National Office:

- Dates of the visit, proposed schedule, visiting professor’s name, title, affiliation, Title of the Talk being given, full mailing address, phone number, E-mail address, and assistant’s contact information.

The National Office will pay for coach airfare and/or standard ground transportation; standard hotel room for one or two nights; the visiting professor’s meals, exclusive of official functions planned and funded by the Chapter or school; and an honorarium of \$1,500. The visiting professor may forgo the honorarium in which case it will be donated to the hosting Chapter. If the visiting professor chooses to accept the honorarium, he/she must submit a W-9 form to the National Office.

Expenses expected to exceed the above items must be approved by the National Office before the visit. Requests for expense reimbursement must be submitted using the AΩA Expense Reimbursement form. Expense reimbursement requests must be submitted by the visiting professor within 60 days of the visit. AΩA will reimburse the individual or institution that expended the funds, but cannot make direct payments to vendors.

For more information, please contact Libby Appel at visitingprof@alphaomegalpha.org.