

# **UNT AGREEMENT PROPOSAL FORM FOR INTERNATIONAL AGREEMENTS**

## **I. UNT POINT OF CONTACT:**

- 1. Name**
- 2. Title**
- 3. Sponsoring Department**
- 4. Sponsoring College**

## **II. INFORMATION ON THE PARTNER UNIVERSITY/INSTITUTION:**

- 1. Name of the University/Institution**
- 2. Location (City, Country)**
- 3. Primary Contact(s) at the Institution (name, title, and email)**

### III. TYPE OF AGREEMENT:

#### 1. Please identify the type of proposed agreement from the list below.

**Letter of Intent:** A Letter of Intent (LOI) is a statement indicating UNT's intent to explore areas of potential collaboration with the other institution over a short period of time. LOIs signal both institutions' commitment to exploring opportunities for potential collaborative activities that may be set forth in a separate agreement. LOIs are appropriate when UNT is first establishing a relationship with the other institution and/or in the early stages of exploring potential areas of collaboration.

**Memorandum of Agreement:** A Memorandum of Agreement (MOA) is a general agreement between UNT and the other institution that provides a framework for collaboration. MOAs identify areas of potential collaborative activities. Specific collaborative activities may be set forth in a separate agreement. MOAs are appropriate once a relationship is established with the other institution and the institutions are developing collaborative activities. Memorandum of Understanding, Cooperative Agreement, and other terms are sometimes used in reference to a general agreement.

**Reciprocal Student Exchange Agreement (Study Abroad):** A Reciprocal Student Exchange Agreement is an agreement between UNT and an institution abroad to establish a student exchange program. UNT students enroll and earn academic credit at the institution abroad, transfer the academic credit hours to the UNT degree, and pay UNT tuition and fees while students from the other institution enroll and earn academic credit at UNT, transfer the UNT academic credit hours to their institution's degree, and pay their institution's tuition and fees. Reciprocal Student Exchange Agreements are subject to approval by the UNT Study Abroad Office, subject to SACSCOC and THECB policies, and require completion of the UNT's Course Articulation and Site Evaluation forms, as requested.

**One-way/Affiliate Agreement (Study Abroad):** A One-way/Affiliate Agreement allows UNT students to direct enroll at an institution abroad where they earn academic credit and transfer the academic credit hours to the UNT degree. UNT students are charged and pay the other institution's tuition and fees. One-way/Affiliate Agreements are subject to approval by the UNT Study Abroad Office, subject to SACSCOC and THECB policies, and require completion of UNT's Course Articulation and Site Evaluation forms, as requested.

**Collaborative Research Agreement:** A Collaborative Research Agreement is an agreement between UNT and another institution that enables faculty and/or students to participate in articulated joint research activities, such as the following: joint collaborative fundamental research, faculty and/or student mobility, coordinated applications for external grants/funding, joint publications, co-organized conferences/workshops/symposia/events, and other activities. A Collaborative Research Agreement is subject to UNT policy and procedures as well as UNT approvals, as required.

**Other Agreement:** If the type of agreement you are interested in developing is not included in the list above, then please describe it below. Please refer to the UNT Agreement Proposal Form for International Collaborative Academic Programs if you are interested in a collaborative academic program (e.g. 2+2, 1+3, 1+1 3+2, etc.).

#### **IV. PARTNERSHIP HISTORY, PROPOSED ACTIVITIES, AND ANTICIPATED OUTCOMES:**

- 1. How many years have UNT and the partner university had a connection/relationship?**
- 2. What are the existing connections/activities between UNT and the partner university?**
- 3. How was the connection/relationship between UNT and the partner university established?**
- 4. What collaborative activities (top 1 to 2 activities) are planned?**
- 5. What are the top 1 to 2 anticipated outcomes from the agreement?**
- 6. What resources will your department and college provide as part of this agreement?**

## V. UNT SIGNATURES:

By signing below, you confirm that you have read UNT's Guide to Establishing Agreements/Contracts with International Objectives and understand your responsibility as the point of contact, sponsoring department, and sponsoring college.

<b>Point of Contact's Name</b>	<b>Point of Contact's Signature</b>	<b>Date</b>
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<b>Sponsoring Department Chair's Name</b>	<b>Sponsoring Department Chair's Signature</b>	<b>Date</b>
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<b>Sponsoring College Dean's Name</b>	<b>Sponsoring College Dean's Signature</b>	<b>Date</b>
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## VI. PROPOSAL SUBMISSION:

Please submit this completed form to [Amanda.White@unt.edu](mailto:Amanda.White@unt.edu).

Please direct any inquiries about UNT's process for establishing agreements/contracts involving international objectives or about this form to:

Amanda White Bennett  
Director of Global Partnerships and Research Engagement  
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