

**MEMORANDUM OF UNDERSTANDING  
INTERNATIONAL PARTNERSHIP PROGRAM  
[INTERNATIONAL UNIVERSITY]  
WESTERN OREGON UNIVERSITY**

The Parties, having agreed to collaboratively create and administer a quality undergraduate educational experience for students of the Institutions that will require students seeking a degree in particular disciplines, to study locally at each of the Institutions for a designated period of time (“Partnership Program”), further wish to set forth certain purposes and goals under this Agreement.”

(1) PURPOSE AND GOALS

The Parties agree to provide access to a quality educational experience leading to the successful completion of an undergraduate education for students attending both Institutions. This Agreement provides the framework to better serve students while developing an agreement that benefits the Institutions

More specifically, the goals of this Agreement are to:

- (a) Eliminate barriers for students in attaining their educational goals by creating a seamless educational experience;
- (b) Improve academic program articulation;
- (c) Exercising administration according to laws and regulations;
- (d) Introduce high quality foreign educational resources to increase the overall service level and strength, and to improve teaching and management quality; and
- (e) Utilize resources at the Institutions to train and promote a certain required level of English proficiency, knowledge and skills in **[PROGRAM]** that allows graduates to pursue careers in a related field.

(2) AGREEMENT OBLIGATIONS

In an effort to ensure successful and efficient operation of the Degree Partnership Program contemplated by this Agreement and in exchange for the mutual promises and consideration contained herein, the Parties agree as follows:

- (a) To create within the Degree Partnership Program a four-year dual Bachelor’s Degree program in **[PROGRAM]**;

- (b) The Degree Partnership Program will offer the first three years of instruction at **[INTERNATIONAL INSTITUTION]** based on a jointly-designed undergraduate curriculum. The final year of instruction at WOU. During the first three years at **[INTERNATIONAL INSTITUTION]**, two thirds of the courses will be taught by faculty from **[INTERNATIONAL INSTITUTION]** and one third of courses will be taught by WOU approved faculty. The fourth year of instruction will be offered at both Institutions.
- (c) Qualified students may choose to apply to study at WOU for the senior year. WOU guarantees admission of **[INTERNATIONAL INSTITUTION]** students in this Degree Partnership Program who meet *ALL WOU* Admissions requirements and apply within **[X weeks]** before the start of the first term at WOU.
- (3) **DEFINITION, LAW, AND INTERPRETATION**

3.1 Definition: In this agreement, unless otherwise specified, the following expressions shall have the following meanings:

(a) **[INTERNATIONAL INSTITUTION ACRONYM]** refers to **[INTERNATIONAL INSTITUTION]**

(b) WOU refers to Western Oregon University

3.2 Law and Regulations: This agreement shall abide by the laws and regulations of **[INTERNATIONAL COUNTRY]** and the state of Oregon based on the principle of territorial jurisdiction.

3.3 Interpretation: Unless otherwise specifically notated, any dispute shall be resolved jointly by the Institutions. If the Parties cannot resolve the dispute without resorting to litigation, all legal proceedings shall take place exclusively within the Circuit Court for Polk County, for the State of Oregon.

(4) **RESPONSIBILITIES OF THE PARTIES**

4.1 **[INTERNATIONAL INSTITUTION]** Responsibilities

(a) Obtain approval from **[INTERNATIONAL/APPROPRIATE]** Education Commission to deliver the dual Bachelor's degree in **[PROGRAM]**.

(b) Recruitment of students, admission, daily supervision, and administrative support for the Partnership Program's students.

- (c) Provide necessary facilities and equipment for the Partnership Program.
- (d) Provide the first, second, and third years of course instruction at **[INTERNATIONAL INSTITUTION]** based on jointly-designed **[PROGRAM]** undergraduate curriculum.
- (e) **[INTERNATIONAL INSTITUTION]** will be responsible for all stipends associated with instructors of the Partnership Program during the first three years of study at **[INTERNATIONAL INSTITUTION]**.
- (f) Provide room, board, and local transportation for U.S. instructors who come to **[INTERNATIONAL INSTITUTION]** to teach as part of the Partnership Program.

Issue a Bachelor degree diploma to each student who successfully completes their specific educational program and spends their fourth year at WOU

#### 4.2 Western Oregon University Responsibilities

- (a) Provide the curriculum, syllabus, and related instruction materials to **[INTERNATIONAL INSTITUTION]** for the joint development of the Partnership Program curriculum in certain programs.
- (b) Create a four-year degree plan for the Partnership Program in conjunction with **[INTERNATIONAL INSTITUTION]** instructors.
- (c) Refer and approve instructors each year to **[INTERNATIONAL INSTITUTION]** to teach one third of the courses in the first, second, and third years of the student's participation in the Partnership Program.
- (d) Provide supervision, administrative support, facilities and equipment to the Partnership Program's students once they arrive at WOU.
- (e) Award a Bachelor's of Arts/Science in **[PROGRAM]** to students who successfully complete the required course work and spend their fourth year at WOU.
- (f) Provide the curriculum, syllabus, and related instruction materials to **[INTERNATIONAL INSTITUTION]** for the joint

development of the Partnership Program curriculum in certain programs.

- (g) Create a four-year degree plan for the Partnership Program in conjunction with **[INTERNATIONAL INSTITUTION]** instructors.
- (h) Refer and approve instructors each year to **[INTERNATIONAL INSTITUTION]** to teach one third of the courses in the first, second, and third years of the student's participation in the Partnership Program.
- (i) Provide supervision, administrative support, facilities and equipment to the Partnership Program's students once they arrive at WOU.
- (j) Award a Bachelor's of Arts/Science in **[PROGRAM]** to students who successfully complete the required course work and spend their fourth year at WOU.

(5) PROGRAM MANAGEMENT

5.1 Administrative Costs

(a) Parties agree to take responsibility for their own costs of operating the Partnership Program locally.

5.2 Tuition

(a) **[INTERNATIONAL INSTITUTION]** is responsible for collecting tuition from students for study at **[INTERNATIONAL INSTITUTION]**.

(b) WOU is responsible for collecting tuition from students after transferring to WOU.

(c) Each Institution will use the tuition collected to pay for the administrative and teaching costs associated with the portion of the Partnership Program that occurs locally.

(6) TERM, TERMINATION AND WARRANTY

6.1 Term and Termination

(a) This Agreement will remain effective until and unless one or both Parties terminates this agreement in accord with this section.

(b) The initial term of this Agreement will be three academic years, starting with **[FALL/WINTER/SPRING AND YEAR]** (“**Initial Term**”).

(c) In the event that the Parties wish to extend their relationship associated with the Partnership Program beyond the Initial Term, the Parties will meet, prior to any such extension, to determine if any mutually agreeable changes to the Agreement are necessary or desired.

(d) In the event that this agreement is dissolved, students will have *ONE YEAR* in which to complete their matriculation to WOU under the terms of the Partnership Program identified above.

(e) Amendments to this Agreement may only be in writing and executed by a duly authorized representative of each of the Institutions.

(f) Either Party may terminate this Agreement for cause by giving written notice to the institution at least sixty (60) days prior to the commencement of a new WOU academic term.

(k) This Agreement may be terminated at any time by mutual written agreement.

(l) This Agreement will be written in both **[NATIVE LANGUAGE]** and English, both texts being equally authentic.

(7) BREACH OF THE AGREEMENT

7.1 It is a breach of the Agreement when either Party fails to fulfill the obligations of the terms stipulated by this Agreement.

7.2 The Party responsible for breaching the Agreement will be held liable when educational goals are not met.



**WOU Contact(s):**

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P: [Phone]

[DEPARTMENT HEAD/  
PROG COORDINAOR NAME]  
[TITLE]  
E: [EMAIL]  
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**INTERNATIONAL INSTITUTION NAME]**

**Contact(s):**  
[CHARIMAN NAME]  
[TITLE]  
E: [EMAIL]  
P: [Phone]

INTERNATIONAL INSTITUTION  
PRESIDENT]]  
[TITLE]  
E: [EMAIL]  
P: [PHONE]

**Signatures:**

Western Oregon University

[INTERNATIONAL INSTITUTION  
NAME]

By: \_\_\_\_\_  
[DEAN NAME] DATE  
[TITLE]

By: \_\_\_\_\_  
[VICE PRESIDENT, NAME] DATE  
[TITLE]

By: \_\_\_\_\_  
[DEPT HEAD/PROG COOR NAME]

By: \_\_\_\_\_

DATE

[TITLE]

By: \_\_\_\_\_  
[DIVISION CHAIR Name] DATE  
[TITLE]By: \_\_\_\_\_  
[PROVOST NAME] DATE  
ProvostBy: \_\_\_\_\_  
Rex Fuller DATE  
University President[EXECUTIVE DEAN NAME] DATE  
[TITLE]By: \_\_\_\_\_  
[DEAN NAME] DATE  
[TITLE]