

SAMPLE

**Academic Partnership Agreement Between
Virginia Commonwealth University, Richmond, VA, USA**

And

(Partner Institution Name, City, Country)

This Partnership Agreement (hereinafter "Agreement") is made and entered into as of **[Month Day, Year]** by **[Partner Institution Name]** (hereinafter "Partner") and VIRGINIA COMMONWEALTH UNIVERSITY (hereinafter "VCU").

I. PURPOSE

The Trustees of VCU and **[Partner Institution Name]** agree to establish ties of friendship and cooperation for the purpose of:

- A. promoting mutual understanding and academic, cultural, and personnel exchange;
- B. promoting academic exchange between teaching staff (the exchange of university teaching staff and other academic staff/faculty) with a view to gaining further qualifications, or for teaching, study, and research;
- C. organizing and conducting joint conferences, study groups, courses, or meetings;
- D. pursuing joint research projects;
- E. promoting the mutual exchange of information resulting from the exchange of research results, academic material, and publications issued by the partner institutions; and
- F. learning the language of the host country in conjunction with the exchanges and advancing the understanding of the economic, legal, social, and cultural issues and traditions of our respective countries.

II. RESPONSIBILITIES and ROLE OF VCU [SCHOOL, DEPARTMENT]

- A. The Partnership Director for the [VCU, School] shall be responsible for:
 - (i) provision of study and research privileges to the exchange faculty, students, and staff that are equivalent to their counterparts at the host university;
 - (ii) provision of organizational measures needed to implement the agreement and to insure that they are carried out;
 - (iii) assisting and facilitating the work of the beneficiaries *in situ*; and organizing the exchange of students and other persons specified in this agreement.
- B. The financing of any of the activities mentioned in this agreement shall be dependent on the availability of funds and shall be subject to specific agreements by which these activities may be accomplished.

III. RESPONSIBILITIES AND ROLE OF [THE PARTNER]

- A. The [Contact at Partner] will be responsible for:
- (i) forwarding the names of suitable candidates for the exchange;
 - (ii) providing appropriate working conditions (for academic staff exchange); and
 - (iii) exchanging information regularly on academic courses and events.
- B. [Additional responsibilities]

IV. PROVISION FOR ENSURING THE QUALITY OF PROGRAMS AND COURSES

- The [Partnership Director] for the [VCU, School] shall conduct an annual evaluation to:
- A. examine courses transferred in or transcribed from Partner institutions to ensure that they meet the requirements of VCU and the applicable SACSCOC requirements;
 - B. assess and monitor effectively courses and components completed through instruction by Partner institutions;
 - C. ensure that the name of the institution from which a course is taken is recorded on academic transcripts;
 - D. monitor joint appointments of instructors;
 - E. fully disclose the nature of the collaboration on the transcript of the institutions awarding the credential;
 - F. list courses being offered through this collaboration in the VCU Course Bulletin;
 - G. ensure that qualified and competent faculty at each participating institution agree on the content and teaching methodologies of courses and programs being offered;
 - H. ensure that educational outcomes are comparable to the educational outcomes of the same program offered by the partners or a peer institution; and
 - I. ensure that there is appropriate faculty accountability through dual faculty appointments or other approaches that include evaluation.

V. PROVISION FOR EVALUATING THE AGREEMENT IN RELATION TO MISSION AND SACSCOC ACCREDITATION

- A. The Partnership Director for the [VCU, School] shall conduct an annual evaluation to:
- (i) ensure that the partnership contributes to the mission of VCU;
 - (ii) ensure that partnership activities are consistent with accreditation policies and standards; and
 - (iii) document the evaluation and submit it to the [VCU Office].

B. Disclaimer: "Virginia Commonwealth University is accredited by the Southern Association of Colleges and Schools' Commission on Colleges to award [state degree levels here] degrees. [Partner Institution Name] is not accredited by the Commission on Colleges and the accreditation of Virginia Commonwealth University does not extend to or include [Partner Institution Name] or its students. Although Virginia Commonwealth University accepts certain course work in transfer toward a credential from [Partner Institution Name], or collaborates in other ways for generation of course credits or program credentials, other colleges and universities may or may not accept this work in transfer, even if it appears on a

transcript from Virginia Commonwealth University. This decision is made by the institution subsequently considering the possibility of accepting such credits.”

This Agreement of Friendship and Cooperation becomes effective when signed by the representatives of the two universities. This Agreement shall remain in effect for a period of [two] years from the date of the last signature on the document (the “Anniversary Date”) unless either university provides the other written notice of its intention to discontinue no less than one year in advance of the then-current Anniversary Date.

This Agreement of Friendship and Cooperation may be amended or revised by the two universities after consultation and mutual agreement. Any issues not mentioned in this agreement may be resolved through mutual agreement.

This Agreement of Friendship and Cooperation will be construed as statements of intent to foster genuine and mutually beneficial academic collaboration.

ON BEHALF OF:
[Partner Institution Name]

ON BEHALF OF:
VIRGINIA COMMONWEALTH UNIVERSITY

Date

[Name]
[Title]

Date

BEVERLY J. WARREN, *Ed.D., Ph.D., FACSM*
PROVOST & SENIOR VICE PRESIDENT for
ACADEMIC AFFAIRS

Date

[Name]
[Title]