**Agreement for Cooperative Education Program**

**Between**

**The Board of Trustees of Southern Illinois University**

**And**

**Partner Institution**

This Agreement is made and entered into Enter date (“Effective Date”) by and between the Board of Trustees of Southern Illinois University (hereinafter referred to as "SIU"), located in Carbondale, Illinois, USA, and Partner Institution (hereinafter referred to as "abbreviated name of the partner institution"), located in city, country (each a “Party” and collectively, the “Parties”), to establish a Cooperative Education Program (hereinafter referred to as the “Program”). The Parties hereby agree as follows:

1. **Purpose**

This Agreement will allow qualifying Partner Institutionstudents to transfer to SIU to complete a Degree from SIU.

1. **Nomination, Application, and Admission Requirements**
2. Students in the type of degree program at Partner Institutionwill be nominated to matriculate in the SIU type of degree program.
3. Partner Institutionwill nominate students based on the below criteria and may deviate from such criteria only under special circumstances. Each nominated student generally must:
   1. have completed at least one year of full-time study at Partner Institution.
   2. have a good academic record as demonstrated by a minimum cumulative grade point average (GPA) of 2.0 on a 4.0 scale.
   3. meet all SIU admission or specific requirements, including language proficiency test scores.
4. Partner Institutionshall be responsible for preliminary screening and nominating students for this program, and for ascertaining that each participating student is likely to benefit from a particular course of study. SIU reserves the right to make the final admissions decision concerning the proposed candidates.
5. Nominated students must complete the application for admission to SIU and submit all required supporting documents, including official transcripts, by the established deadlines of the year of matriculation.
6. **Enrollment, Tuition, and Costs**
7. Partner Institutionstudents will be enrolled as full-time degree students at SIU as required by U.S. regulations.
8. SIU will provide the incoming students with an estimate of the expenses to be expected during the period of attendance.
9. Students from Partner Institution with a GPA of 3.0 or above on a 4.0 scale, admitted to this program will be eligible for a partial tuition waiver, effectively reducing their tuition to that of an Illinois resident student in the same program.
10. In addition to tuition, students are responsible for the following costs: international travel; room, board, and living expenses; fees; and mandatory health insurance for international students.
11. **Degree Completion and Conferral**
12. The Parties agree to share detailed curricular information, including course syllabi, and communicate any changes to degree completion requirements that may impact time to degree completion and related expenses.
13. The details of articulated courses for specific programs will be jointly developed and agreed upon by both Parties whenever a program is mutually agreed upon and its course articulation is completed. These articulated courses will be considered a valid extension of this Agreement and may be updated as necessary.
14. SIU will post transfer credits only when Partner Institutionstudent has provided SIU with an official transcript from Partner Institution.
15. SIU reserves the right to dismiss any student at any time for academic or personal misconduct in violation of established institutional policies. The dismissal of a student will not abrogate the agreement for the arrangements regarding other transfer students from Partner Institution.
16. The name of the degree degree from SIU will be awarded to Partner Institutionstudents upon successful completion of all degree requirements.
17. **Communications & Notices**

The name and contact information of the Parties’ respective liaison persons are:

|  |  |
| --- | --- |
| *SIU Faculty Member Information*  *Name:* Click to enter the name  *Title:* Click or tap here to enter text.  *School:* Click or tap here to enter text.  *Email Address:* Click or tap here to enter text. | *Partner Institution Liaison’s information*  *Name:* Click or tap here to enter text.  *Title:* Click or tap here to enter text.  *Department:* Click or tap here to enter text.  *Email Address:* Click or tap here to enter text. |
|  |  |
| *And* | *And* |
| *Center for International Education*  *Name: Peter Li*  *Title: Director, Center for International Education*  *Email Address:* [*Peter.Li@siu.edu*](mailto:Peter.Li@siu.edu)  *Phone: 618-453-5774* | Partner Institution’s international office.  *Name:* Enter the contact person’s name  *Title:* Click or tap here to enter the text.  *Email Address:* Click or tap here to enter text.  *Phone:* Click or tap here to enter text. |

All notices or communications required or permitted by this agreement shall be in writing and shall be sent to the Party to whom such notice is directed by a recognized international courier service (next-day or two-day service required) or via electronic mail to a regularly monitored electronic mail address to the appropriate Party liaison identified in this section.

1. **Duration and Amendment**
   1. This Agreement shall be in force and binding upon the Parties commencing on the Effective Date and continuing for five (5) years. The term may be renewed or extended only upon a further written agreement signed by each Party’s authorized representative. Either Party may terminate this Agreement with ninety (90) days prior written notice. Notwithstanding the foregoing, either Party may terminate this Agreement immediately upon written notice to the other Party if, in the sole judgment of the Party providing such notice, said termination is required by applicable law, legal process, or the order of a court or administrative body of competent jurisdiction; or if continuing in the Agreement puts the terminating Party at risk of violating applicable law, legal process, or order of a court or administrative body of competent jurisdiction.
   2. This Agreement may be amended only by further written agreement signed by an authorized representative of each Party.
2. **General**
   1. To remove any doubt and notwithstanding any other term or condition of this Agreement, it is acknowledged and agreed that all admissions of students to Southern Illinois University, enrollment in its academic programs, and degree completion and conferral are subject to applicable law and the then-current policies of Southern Illinois University, including without limitation the Undergraduate or Graduate catalog as applicable.
   2. Every reference to a date in this Agreement, and the determination of any time period or date necessary to implement the terms and conditions of this Agreement, shall be based upon the time zone in which SIU is located.
   3. This Agreement represents the entire agreement and understanding of the Parties regarding the subject matter hereof and supersedes all prior or contemporaneous agreements or understandings, oral or written, regarding the same.

IN WITNESS WHEREOF, the parties have executed this Agreement by their duly authorized, respective officers, and by doing so, hereby affirm that the terms and conditions herein are mutually enforceable on behalf of and against each party.

**Approved:**

|  |  |  |
| --- | --- | --- |
| BOARD OF TRUSTEES OF SOUTHERN ILLINOIS UNIVERSITY |  | Partner Institution |
|  |  |  |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Austin A. Lane, Chancellor  Southern Illinois University Carbondale  Date: |  | Name and title of Partner Institution’s president.  Partner Institution  Date: |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  |  |
| Daniel F. Mahony, President  Southern Illinois University System  Date: |  |  |

**Appendix: Sample Plan of Study**

**Anticipated Plan of Study by year**

*[List courses, credit hours, and course type (in residence, online, other) or other types of requirements such as thesis, internship, project, performance, etc.]*

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Partner Institution** | | | |  | **Southern Illinois University** | | | | |
| Year I | | | |  | Year III, (1st year at SIU) | | | | |
| No | *Course/Other* | Description | Hr. |  | No | *Course/Other* | Description | | Hr. |
| 1 |  |  |  |  | 1 |  |  | |  |
| 2 |  |  |  |  | 2 |  |  | |  |
| 3 |  |  |  |  | 3 |  |  | |  |
| 4 |  |  |  |  | 4 |  |  | |  |
| 5 |  |  |  |  | 5 |  |  | |  |
| 6 |  |  |  |  | 6 |  |  | |  |
| 7 |  |  |  |  | 7 |  |  | |  |
| 8 |  |  |  |  | 8 |  |  | |  |
| 9 |  |  |  |  | 9 |  |  |  | |
| 10 |  |  |  |  | 10 |  |  |  | |
| 11 |  |  |  |  | 11 |  |  |  | |
| 12 |  |  |  |  | 12 |  |  |  | |
| 13 |  |  |  |  | 13 |  |  |  | |
| 14 |  |  |  |  | 14 |  |  |  | |
| 15 |  |  |  |  | 15 |  |  |  | |
| Year II | | | |  | Year IV, (2nd year at SIU) | | | | |
| No | Course/Other | Description | Hr. |  | No | Course/Other | Description | Hr. | |
| 1 |  |  |  |  | 1 |  |  |  | |
| 2 |  |  |  |  | 2 |  |  |  | |
| 3 |  |  |  |  | 3 |  |  |  | |
| 4 |  |  |  |  | 4 |  |  |  | |
| 5 |  |  |  |  | 5 |  |  |  | |
| 6 |  |  |  |  | 6 |  |  |  | |
| 7 |  |  |  |  | 7 |  |  |  | |
| 8 |  |  |  |  | 8 |  |  |  | |
| 9 |  |  |  |  | 9 |  |  |  | |
| 10 |  |  |  |  | 10 |  |  |  | |
| 11 |  |  |  |  | 11 |  |  |  | |
| 12 |  |  |  |  | 12 |  |  |  | |
| 13 |  |  |  |  | 13 |  |  |  | |
| 14 |  |  |  |  | 14 |  |  |  | |
| 15 |  |  |  |  | 15 |  |  |  | |