PROPOSAL AND REVIEW PROCEDURES FOR A NEW

INTERNATIONAL PARTNERSHIP OR LINKAGE AT

COLUMBUS STATE UNIVERSITY

*PLEASE NOTE: 1) There is a separate proposal process through the Center for International Education for any CSU student study abroad program; 2) Ad hoc faculty to faculty research collaborations which do not commit the university do not require an international partnership review; and 3) Requests for “one-off” visiting scholars is done through the Visiting Scholar Authorization process.*

Proposed Partner University, Institution and/or Organization

Location (city and country) of Proposed Partner(s)

CSU Unit or Department(s) Proposing the Partnership

Name of CSU Lead Faculty or Staff Member Proposing the Partnership

Nature of Proposed Institutional Partnership or Link (check all that apply)

Study Abroad

[ ]  Bilateral Student Exchange (tuition “swap”)

[ ]  Host for a Faculty-Led CSU Study Abroad Program

[ ]  Direct Enrollment Study Abroad Program Host for CSU Students

Faculty Research and Exchange

[ ]  Faculty Exchange

[ ]  Research Collaboration

[ ]  Teaching Collaboration

International Students

[ ]  Recruitment of Degree-Seeking Students to CSU

[ ]  Student Cohort or ACCE Program (Non-Degree Students Coming to CSU)

[ ]  Degree Articulation Allowing Transfer or Recognition of Credits or Degrees from the Partner

[ ]  Other (explain):

Prospective MOU(s)

Will the proposed partnership MOU will be based on an existing CSU MOU Template

[ ]  Yes [ ]  No

If yes, please indicate, which CSU MOU Template (see <http://cie.columbusstate.edu/int_partners.php>)

     . If no please explain what MOU will be used

\* ***In addition to a completed and signed application, the following required documentation must be provided.***

1. **Explain Any Past Relationship of CSU or the Lead Person to the Proposed Partner(s).**

2. **Distinctive Features of Proposed Linkage Given the Existing CSU Partnerships in the Country, Region or Discipline(s).** Describe the key features of this proposed partnership in comparison to existing linkages in the country, region or discipline. Contact the Center for International Education about existing partnerships.

3. **MOU Template.**  Attach the relevant CSU MOU template or a MOU template from the proposed partner.

4. **Expected Internationalization Outcomes.**  Describe how the new relationship will internationalize an academic program, on-campus or study abroad experiences for CSU students or promote internationalization of faculty.

5. **Detailed Budget.** A detailed budget should be provided for any costs involved in developing and maintaining the linkage. There should be documentation for all costs such as transportation, accommodation, visa, etc.

**DEPARTMENT CHAIR OR UNIT HEAD’S COMMENTS ON THE PROPOSAL**

**1. Please explain the level of unit or department support and funding.**

**2. Please describe the anticipated value for students, faculty, academic programs, on-campus internationalization, and how the agreement will support the university’s comprehensive internationalization goals.**

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Signature of Department Chair or Unit Head Date

DEAN OR SUPERVISOR’S COMMENTS ON THE PROPOSED PARTNERSHIP

**1. Please explain the level of your college or unit’s support and funding.**

**2. Please describe the anticipated value for students, faculty, academic programs, on-campus internationalization, and how the agreement will support the university’s comprehensive internationalization goals.**

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Signature of College Dean or Supervisor of Unit Head Date

(*Proposals should be submitted to the Center for International Education with all accompanying documentation and the signatures above. Signatures below will be requested by the Center if the proposal is approved.*)

CIE DIRECTOR’S COMMENTS ON THE PROPOSED PARTNERSHIP

**Please describe how the agreement will support the university’s comprehensive internationalization goals.**

**What are your concerns if any about the proposal?**

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Signature of CIE Director Date

ASSISTANT VP FOR ENROLLMENT MANAGEMENT COMMENTS ON THE PROPOSED PARTNERSHIP

**Please describe how the agreement will support the university’s comprehensive internationalization goals.**

**What are your concerns if any about the proposal?**

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Assistant VP for Enrollment Management Date

VP FOR BUSINESS AND FINANCE ON THE PROPOSED PARTNERSHIP

**Please describe how the agreement will support the university’s comprehensive internationalization goals.**

**What are your concerns if any about the proposal?**

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Vice-President for Business and Finance Date

PROVOST AND CHAIR OF THE PROVOST’S INTERNATIONAL COORDINATING COMMITTEE

Based on the review process and documentation and the discussion of the Provost’s International Coordinating Committee (PICC), as Provost and Chair my decision is the following:

[ ]  The proposed partnership is *Recommended*.

**Rationale:**

[ ]  The proposed partnership is *NOT Recommended*.

**Rationale:**

[ ]  The proposed partnership is *Recommended ONLY IF* the following changes are made.

**1.**

**2.**

**3.**

**4.**

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Provost/Vice-President for Academic Affairs Date