Memorandum of Understanding (MOU) / International Agreement (IA) Request Form

Is this a request for a general MOU or an IA?

**Texas State University Representative**

|  |  |
| --- | --- |
| Name |  |
| Title |  |
| Department/School |  |
| Email |  |
| Phone |  |

**International Institution**

|  |  |
| --- | --- |
| Name of international institution |  |
| Name of contact person |  |
| Email address and phone number of contact person |  |
| Physical Address |  |
| Website |  |
| Number of students enrolled annually at international entity |  |
| Name and title of their executive officer who will sign the agreement |  |
| Rationale for the proposed agreement: What is the agreement for? How will the agreement contribute to the strategic plans of the department/school and college? |  |
| Which university goal does this proposed agreement support? | 1. Promote the success of all students
2. Offer high quality academic and educational programming
3. Achieve significant progress in research and creative activity as measured by national standards.
4. Provide the necessary services, resources, and infrastructure to support the university’s strategic direction.
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| Indicate why this international entity was chosen as a prospective partner |  |

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| For IA’s, please indicate if funding is needed; how much is expected to be needed; and the funding source expected to cover this cost. |  |
| Expected Enrollment from Agreement Based off of a 5-Year Plan | Year 1-Year 2-Year 3-Year 4-Year 5- |
| When is the requested due date for a fully executed agreement? |  |

**Routing and Required Signatures**

|  |  |
| --- | --- |
| Department Chair/ School Director | Date: |
| Academic Dean | Date: |
| Graduate College Dean (if applicable) | Date: |

Please submit the completed form to the Office of International Affairs (inatlaffairs@txst.edu) For any questions, please contact 512-245-2510