**Below are considerations when constructing your MOU. A generic template for your use follows on the next page.**

1. Purpose – The Purpose shall briefly discuss why the MOU is being pursued.
	1. The Purpose should be specific to each partnership agreement.
	2. It should be specific, while allowing flexibility in establishing the partnership.
2. Scope of Agreement – The Agreement shall include, but not be limited to, the following types of collaboration:
	1. Joint educational, training and/or research activities.
	2. Exchange of invitations to scholars (faculty, research personnel, and graduate students) for lectures, visits and sharing of experiences.
	3. Exchange of invitations to scholars for participation in conferences, symposia and seminars.
	4. Exchange of information in fields of interest to both parties.
	5. Exchange of faculty, research personnel, and graduate and undergraduate students for study and research.
	6. Practical training in pre-identified or otherwise selected field site.
3. Definitive Agreements – Examples of items to include follow below:
	1. Obligations/Responsibilities of the Parties
	2. Both sides must follow federal financial aid regulations pertaining to each institution.
	3. Both sides will maintain ongoing communication and circulate essential information (e.g., catalogs, curriculum updates) in a timely manner.
	4. Will Arkansas Tech be in charge of marketing the degree?
	5. An inclusion of a non-discrimination clause.
4. Term and Termination – Specific to each MOU agreement, but should include term dates and methods to terminate the MOU.

**Memorandum of Understanding**

Arkansas Tech University and ­­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

It is mutually agreed as follows:

PURPOSE

Arkansas Tech University and \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_agree to an academic collaboration that facilitates the completion of a \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ degree and major at Arkansas Tech

University. Both parties agree to offer students a seamless, degree completion option to improve the economic status and employment opportunities available to citizens with a bachelor’s degree in the state of Arkansas and the nation.

AGREEMENT

Students will apply for the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ degree and major through Arkansas Tech

University, which has exclusive responsibility for admission and must meet all criteria required of undergraduate applicants.

The grade of C or better is required for the course used to satisfy the general education mathematics requirement and to satisfy transfer of Composition I and II.

Degree and program requirements (catalog rights) for students who transfer to Arkansas Tech University under this agreement will be determined by the date of their initial enrollment at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Arkansas Tech University published catalog and curriculum requirements on the web site by April of each year.

Arkansas Tech University will assume responsibility for the promotion and advertising of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ degree and major.

Arkansas Tech University and \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ shall agree that no person shall on the grounds of race, color, national origin, gender, sexual orientation or creed be excluded from participation under the terms of this Agreement.

TERM

This MOU shall be effective from the date of its execution and shall be valid until \_\_\_\_\_\_\_\_, 20\_\_ or until the date on which the Definitive Agreements mentioned herein above are executed, whichever is earlier unless terminated by any Party in the event of either Party failing to perform or committing to breach of its obligations or undertakings under this MOU.

Prior to the expiration date, the agreement may be reviewed for possible renewal for a further \_\_\_ year period.

In agreement with the above terms, the following signatures are affixed:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_

President Date

Arkansas Tech University

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_

President Date

XX University