

### Student Exchange Program - Partnership Proposal

1. **Initiating Department:** \_\_\_\_\_ **Faculty Sponsor:** \_\_\_\_\_

**Email:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

2. **Proposed Partner Institution:** \_\_\_\_\_

Country(ies): \_\_\_\_\_  New partnership  Renewal partnership

Is there a U.S. State Department travel advisory in this country?  Yes  No

If yes, what level and risk indicator? \_\_\_\_\_

If new, do you have a history of collaboration with your colleague(s) at this institution?  Yes  No

If yes, please describe current activities & collaborations with proposed partner institution: \_\_\_\_\_

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

If renewal, was a student exchange included previously?  Yes  No

If yes, list the current reciprocal student balance. Inbound: \_\_\_\_\_ vs. Outbound: \_\_\_\_\_

3. **What are the students' goals for proposed exchange?** Please check all that apply:

**Inbound Students:**  Undergraduate courses  Graduate courses  Research } \*may involve the Office  
**Outbound Students:**  Undergraduate courses  Graduate courses  Research } of International Affairs

4. **Language of instruction.** What is the language of instruction at the host campus?

English  Other: \_\_\_\_\_

5. **Exchange balance.** How many students could YOUR department actively recruit to send on this exchange program per year? Are there other departments on the campus that might be interested in sending students?

6. **Program marketing.** How will you promote this exchange to majors/minors in your department?

7. **Availability of scholarships | matching funds.**  Yes  No If yes, please list award and potential amounts:

8. **Have you or your colleagues reviewed available courses to determine course equivalency?**  Yes  No

9. **Department Chair and Divisional Dean Approval**

\_\_\_\_\_  
Department Chair Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Divisional Dean Signature

\_\_\_\_\_  
Date