

Example of an Information Collection for the Development of Exchange Agreement

Information Collection

For the development of an Exchange Agreement at Purdue

Sponsored Programs Services (SPS) with the International Programs (IP) is charged by the University Board to review contracts and linkages with overseas programs to ensure that proposed agreements meet Purdue University standards. In order to assist interested parties with the review process, this form is designed to assist you when collecting information about the proposed exchange partner.

About the international partner: (_____)
Name

1. Describe the type of schools/colleges that make up the institution, including the accreditation body and ranking:

2. How many faculty members are associated with this institution?
3. How many undergraduate and graduate students are enrolled in this institution?
4. What are the demographics of the student body (e.g., who has access to matriculation)?

5. How is the institution funded (publicly or privately)?

6. Describe any previous and or current agreements or relationships with Purdue.

About the Agreement

7. Describe the purpose of the agreement
 - 7a In view of the purpose of this agreement describe the expected outcomes of the proposal to both institutions and the public they serve.
 - 7b If this is a renewal agreement discuss the outcomes achieved over the years the linkage was in effect and evaluate the extent to which the purpose of the agreement was met.

8. Describe any agreement about financial arrangements (e.g., tuition, health insurance, travel, student exchange, etc.). Does Purdue University have the resources to carry out the proposal? (If financial commitments are made, Sponsored Pro- Services (SPS) will not approve or sign the document until the appropriate fiscal officer has approved the commitments.
(Department requesting-Business Manager must approve, College requesting - Director of Financial Affairs must approve. For Discovery Park. Director of Financial Affairs for Discovery Park must approve).

9. Who are the principal contacts at both institutions?

Partner Institution

Purdue University

Contact

Name: _____

Title: _____

Department: _____

Campus

Address: _____

Phone: _____

Fax: _____

E-mail: _____
