

International Exchange Partnership Proposal Form

University of Southern Indiana

Proposal to establish an exchange agreement with:

_____	_____	_____
Name of University	Location of University	Website

International Office contact at host institution:

_____	_____	_____
Name	Title	Email

Additional contacts at host institution:

_____	_____	_____
Name	Title	Email

_____	_____	_____
Name	Title	Email

Proposal submitted by: _____

_____	_____
Name	Email

USI Academic Department: _____

Approval of Department Chair: _____

Approval of Dean: _____

Please address the following questions in your proposal:

1. How does the exchange program fit in with the department's/college's mission and priorities and USI's strategic plan?
2. What needs will this partner institution meet that are not currently met by USI's already established study abroad programs? If there are other USI exchange programs in the same country or region, how does the proposed program relate to existing programs?
3. Have all departments at USI who may have an interest in the exchange program been contacted to review the proposed program and participate if so desired?
4. What is the nature of the proposed Memorandum of Understanding (please include all that apply):
 - a. Exchange of students for semester or academic year
 - b. Short-term summer program for USI students
 - c. Exchange of faculty/staff
 - d. Research
 - e. Internship opportunities
 - f. Potential for joint or dual degree program

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5. What evidence do you have for student interest in this university? What are the target numbers in a given academic year (e.g., 2 semester placements at each institution during the course of a year).
6. What subjects will USI students be able to study in English? Is there an opportunity for intensive language training under the auspices of the exchange agreement (or at an additional cost)?
7. How is this university accredited/recognized?
8. What is the academic calendar for the host institution, including fall, spring and summer terms? Will students be able to study at the host institution in the summer as well as during the academic year?
9. Will USI students and faculty have access to affordable housing near the university?
10. What steps have been taken in initiating this exchange agreement? What cultural factors need to be taken into account in the drafting/approval/implementation of the MOU?
11. What additional resources are needed to establish the exchange program? To sustain the exchange program?

**Once the proposal has been approved by Department Chair and Dean,
please forward it to:**

**International Programs and Services
UC East**

**Please contact Heidi Gregori-Gahan
at 465-1248 or gahan@usi.edu if you have questions.**