

THE UNIVERSITY OF
ALABAMA
International Agreement
Information and Support Form

The person(s) initiating the creation or renewal of an international agreement should consult with CIC as early in the process as possible. After an initial discussion with CIC, if a decision is made to pursue an agreement, the initiator must meet with the relevant Department Head, School Director, or equivalent, and the College Dean, or equivalent, in order to discuss the proposed memorandum of understanding or international agreement. With support from these parties, the person(s) initiating the agreement must complete this form and obtain both signatures below. Upon completion of this form, contact Capstone International Center (205.348.5256 or cic@ua.edu; Dr. Teresa Wise, Associate Provost, International Education and Global Outreach) to discuss next steps.

University of Alabama Contact Person: Faculty member or administrator in the school/college/unit who will be primarily responsible for the relationship with the foreign institution.

Name	Position & Title
School/College/Unit	
Email	Phone

Foreign Institution Information: Potential partner institution and the contact person responsible for facilitating the agreement.

Institution	Location/Address
Name of Contact	Position & Title
Email	Phone
Fax	Website

Type of Agreement being Considered:

Agreement type: <input type="checkbox"/> Memorandum of Understanding <input type="checkbox"/> Graduate Student Exchange <input type="checkbox"/> Other _____		<input type="checkbox"/> Undergraduate Student Exchange <input type="checkbox"/> Faculty/Staff/Scholar Exchange
Scope <input type="checkbox"/> University-wide <input type="checkbox"/> School/college/unit specific		

Signatures

Department Head
The University of Alabama

Date

College Dean (or designated representative) Date
The University of Alabama