**Agreement for A 3+1+1 Cooperative Education Program**

**Between**

**The Board of Trustees of Southern Illinois University**

**And**

**Partner Institution**

This Agreement is made and entered into Enter date (“Effective Date”) by and between the Board of Trustees of Southern Illinois University (hereinafter referred to as "SIU"), located in Carbondale, Illinois, USA, and Partner Institution (hereinafter referred to as "abbreviated name of the partner institution"), located in city, full name of the country (each a “Party” and collectively, the “Parties”), to establish a 3+1+1 Cooperative Education Program (hereinafter referred to as the “Programs”). The Parties hereby agree as follows:

1. **Purpose of the Agreement**

The purpose of this Agreement is to establish a framework for cooperation between SIU and abbreviated name of the Partner Institution. in offering the 3+1+1 Cooperative Education Program. The Program is designed to allow students to complete three (3) years of undergraduate study at abbreviated name of the Partner Institution, one (1) year of study at SIU as a non-degree-seeking student, and one (1) year of graduate study at SIU. Successful completion of the Program will lead to a bachelor’s degree from abbreviated name of the Partner Institution, and a master’s degree from SIU.

1. **Program Structure**
   1. The 3+1+1 program consists of three distinct phases:
      1. Phase 1: Students will complete the first three years of their undergraduate studies at abbreviated name of the partner Institution, following an agreed-upon curriculum.
      2. Phase 2: In the fourth year, students will be conditionally admitted to an SIU graduate program as full-time non­degree-seeking students, who are expected to complete the first-year master's coursework at SIU, as well as their last year of undergraduate work of abbreviated name of the partner Institution. Upon successful completion of this year of study, students will be awarded a bachelor's degree from abbreviated name of the partner Institution.
      3. Phase 3: Upon receiving their abbreviated name of the partner Institution bachelor's degree and being accepted as degree-seeking graduate students by SIU, students will complete a second year at SIU, or more as may be needed, to complete their master's degree from SIU. See the Appendix: Sample Plan of Study.
   2. Degree Award:
      1. Students will be awarded a bachelor’s degree from abbreviated name of the partner Institution upon successfully completing the first year of full-time study at SIU.
      2. Students will be awarded a master’s degree from SIU upon successfully completing the second year of full-time study at SIU.
   3. Credits earned at SIU may be applied toward students' abbreviated name of the partner Institution bachelor's degrees at the discretion of, and according to the policies and standards established by abbreviated name of the partner Institution.
   4. Credits earned at SIU during the first year as a non-degree student may be applied toward the students' master's degrees from SIU.
2. **Requirements**
   1. Parties have independently established their degree completion requirements for the bachelor’s degree program at abbreviated name of the partner Institution and the master’s degree program at SIU. Students in the Program must satisfy all degree requirements of the institution granting each degree to complete the Program successfully.
   2. Parties have independently established their own minimum qualifications, application review criteria, and prerequisite requirements for applicants to both the bachelor’s degree programs at abbreviated name of the partner Institution and the master’s degree programs at SIU. Both institutions will apply these existing requirements and criteria to determine the acceptability of all applicants to the Program.
3. **Nomination, Application, and Admission Requirements**
4. abbreviated name of the partner Institutionwill nominate students in their type of degree program based on the below criteria and may deviate from such criteria only under special circumstances. Each nominated student generally must:
   1. be enrolled as degree-seeking students and complete their three years of full-time study at abbreviated name of the partner Institution toward their bachelor's degree by the time of their non-degree enrollment at SIU.
   2. have a good academic record as demonstrated by a minimum cumulative grade point average (GPA) of 2.0 on a 4.0 scale.
   3. meet all admission or specific requirements of SIU, including English language proficiency test scores.
5. abbreviated name of the partner Institutionshall be responsible for preliminary screening and nominating students for this program, and for ascertaining that each participating student is likely to benefit from a particular course of study. SIU reserves the right to make the final admissions decision concerning the proposed candidates.
6. Nominated students must complete the application for admission to SIU and submit all required supporting documents, including official transcripts, by the established deadlines of the year of matriculation.
7. **Tuition and Costs**
8. SIU will provide the incoming students with an estimate of the expenses to be expected during the period of attendance.
9. Students with a GPA of 3.0 or above on a 4.0 scale from abbreviated name of the partner Institutionadmitted to SIU will receive a partial tuition waiver, effectively reducing their tuition to that of an Illinois resident student in the same program.
10. During the first three years, students will pay tuition and fees to abbreviated name of the partner Institution while attending classes there.
11. During the final two years, students will pay tuition and fees to SIU.
12. Students admitted to SIU under this agreement are responsible for the following costs: tuition, fees, living expenses, international travel, mandatory health insurance for international students, and other miscellaneous expenses.
13. **Responsibilities of Each Party**
    1. Partner Institution:
14. Advertise and promote the program among their students and encourage and facilitate applications to the program by outstanding students.
    * 1. Curriculum Design: Develop and maintain the curriculum for the program's first three years, ensuring it aligns with SIU’s requirements for a smooth transition.
      2. Admission and Enrollment: Admit students into the 3+1+1 program, providing them with the necessary academic and administrative support.
      3. Transfer Process: Facilitate the transfer process, ensuring that students are prepared for the transition to SIU.
      4. Student Preparation: Prepare students academically and administratively for the transfer to SIU.
      5. Assign credit earned toward each Student’s bachelor’s degree program at their discretion and according to their own policies and procedures.
      6. Award a bachelor’s degree to Students upon successfully completing their first year of study at SIU, provided that the students have satisfied all other academic requirements and financial obligations for completion of the degree program.
      7. Provide SIU with the degree status of all participants promptly and share the participating students' records for academic evaluation.
    1. Southern Illinois University
       1. Provide the other Party with the information and materials necessary to advertise and promote this Program among their students.
       2. Curriculum Development: Develop and maintain the curriculum for the final two years of the Program, ensuring it meets the academic standards for the degree.
       3. Transfer Evaluation: Evaluate transfer credits from abbreviated name of the partner Institution to ensure they meet SIU’s degree requirements.
       4. Enroll accepted students as full-time, non-degree-seeking students during the first year. Students will not be eligible to receive a master’s degree at SIU unless and until they have been awarded the specified bachelor’s degree by abbreviated name of the partner Institution and completed the additional requirements of the master's degree at SIU.
       5. Student Support: Provide academic advising, career services, and other support services to students during their time at SIU.
       6. Report: Provide a report of academic credit attained by each Student during the first year of their study at SIU at the student’s request. Students who do not successfully complete the abbreviated name of the partner institution bachelor's degree during their first year of study at SIU, or do not satisfy requirements for admission to the SIU graduate program, will not be eligible to continue studies at SIU.
       7. Degree Conferral: Award the degree upon successful completion of the program requirements.
    2. The details of articulated courses for specific programs will be developed as and when a program is mutually agreed upon and course articulation for that specific program is completed. Articulated courses will be a valid extension of this agreement and can be updated as necessary.
15. **Communications & Notices**

The name and contact information of the Parties’ respective liaison persons are:

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| *SIU Liaison’s Information*  *Name: Click to enter the name*  *Title: Click or tap here to enter text.*  *School: Click or tap here to enter text.*  *Email Address: Click or tap here to enter text.* | *Partner Institution’s Liaison’s information*  *Name: Click or tap here to enter text.*  *Title: Click or tap here to enter text.*  *Department: Click or tap here to enter text.*  *Email Address: Click or tap here to enter text.* |
|  |  |
| *And* | *And* |
| *Center for International Education*  *Name: Peter Li*  *Title: Director, Center for International Education*  *Email Address:* [*Peter.Li@siu.edu*](mailto:Peter.Li@siu.edu)  *Phone: 618-453-5774* | *Partner Institution’s international office.*  *Name: Enter the contact person’s name*  *Title: Click or tap here to enter the text.*  *Email Address: Click or tap here to enter text.*  *Phone: Click or tap here to enter text.* |

All notices or communications required or permitted by this agreement shall be in writing and shall be sent to the Party to whom such notice is directed by a recognized international courier service (next-day or two-day service required) or via electronic mail to a regularly monitored electronic mail address to the appropriate Party liaison identified in this section.

1. **Duration and Amendment**
   1. This Agreement shall be in force and binding upon the Parties commencing on the Effective Date and continuing for five (5) years. The term may be renewed or extended only upon a further written agreement signed by each Party’s authorized representative. Either Party may terminate this Agreement with ninety (90) days prior written notice. Notwithstanding the foregoing, either Party may terminate this Agreement immediately upon written notice to the other Party if, in the sole judgment of the Party providing such notice, said termination is required by applicable law, legal process, or the order of a court or administrative body of competent jurisdiction; or if continuing in the Agreement puts the terminating Party at risk of violating applicable law, legal process, or order of a court or administrative body of competent jurisdiction.
   2. This Agreement may be amended only by further written agreement signed by an authorized representative of each Party.
2. **General** 
   1. To remove any doubt and notwithstanding any other term or condition of this Agreement, it is acknowledged and agreed that all admissions of students to Southern Illinois University, enrollment in its academic programs, and degree completion and conferral are subject to applicable law and the then-current policies of Southern Illinois University, including without limitation the Undergraduate or Graduate catalog as applicable.
   2. Every reference to a date in this Agreement, and the determination of any time period or date necessary to implement the terms and conditions of this Agreement, shall be based upon the time zone in which SIU is located.
   3. This Agreement represents the entire agreement and understanding of the Parties regarding the subject matter hereof and supersedes all prior or contemporaneous agreements or understandings, oral or written, regarding the same.

IN WITNESS WHEREOF, the parties have executed this Agreement by their duly authorized, respective officers, and by doing so, hereby affirm that the terms and conditions herein are mutually enforceable on behalf of and against each party.

**Approved:**

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| BOARD OF TRUSTEES OF SOUTHERN ILLINOIS UNIVERSITY |  | Partner Institution |
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| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Austin A. Lane, Chancellor  Southern Illinois University Carbondale  Date: |  | Name and title of Partner Institution’s president.  Partner Institution  Date: |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  |  |
| Daniel F. Mahony, President  Southern Illinois University System  Date: |  |  |

**Appendix: Sample Plan of Study**

Program participants are expected to be full-time students in Major at Partner Institution for the first three years and transfer to SIU as a non-degree-seeking student for the first year and a full-time graduate student in Major in the second year.

*[List courses, credit hours, and course type (in residence, online, other) or other types of requirements such as thesis, internship, project, performance, etc.]*

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| **Partner Institution** | | | |  | **Southern Illinois University** | | | |
| **Year I** | | | |  | **Year IV,** (As a non-degree-seeking student at SIU) | | | |
| No | Course/Other | Description | Hour |  | No | Course/Other | Description | Hour |
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| **Year II** | | | |  | **Year V, (**Students receive a bachelor's degree from the abbreviated name of the partner Institution and be admitted into SIU’s Master’s degree as degree-seeking students.) | | | |
| No | Course/Other | Description | Hour |  | No | Course/Other | Description | Hour |
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| **Year III** | | | |  | Receive a master’s degree from SIU upon successfully completing the program. | | | |
| No | Course/Other | Description | Hour |  |  | | | |
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