 [Seal]

**AGREEMENT FOR RESEARCH, TECHNICAL OR SCIENTIFIC COOPERATION**

**Between**

**Santa Clara University**

**And**

**[Cooperating Institution]**

This Agreement is entered into as of the last date of execution shown below, by and between Santa Clara University (hereinafter referred to as SCU), and [Cooperating Institution]. The parties mutually agree as follows:

1. **PURPOSE**

SCU and **[Cooperating Institution]** will [host visiting Advanced Ph.D. students, Post-doctoral research fellows and faculty] from the date of signature on this document for the purpose of increasing cooperation between SCU and **[Cooperating Institution]** and providing educational opportunities for their students and faculty. Both parties will annually evaluate the quality of the students’ and faculty’s experiences and work to improve the process for future years.

1. **PROGRAM/ACTIVITY SUMMARY**

[Each school can send up to 5 visiting scholars per year. Visiting Scholars are expected to engage in scholarly work such as research and/or teaching. Their specific plan for academic engagement will be determined ahead of time on an an individual basis. This is not a reciprocal exchange program and the number of scholars that are sent by one school need not match the number of scholars received.

Prospective Visiting Scholars will be identified by their home institution and the necessary information about their professional qualifications will be communicated to the Coordinator of this initiative at the partner school. This individual will make the final decision about whether the applicant should be invited as a Visiting Scholar after consultation with appropriate faculty members and in keeping with institutional requirements for visa/immigration support.

Visiting Scholars may spend up to two years at either SCU or **[Cooperating Institution]**. The final decision regarding the duration of the stay will be made by the Coordinator of this initiative at the host institution, in keeping with institutional policies and procedures.

Visiting Scholars who are Ph.D. students should have two advisors, one from **[Cooperating Institution]** and another from SCU who will jointly coordinate the research activity. In order to be eligible for this exchange, they must have a letter of recommendation from their advisor at the home institution. In addition, they should have at least six months of research experience.

Visiting Scholars will be given an appropriate working title that corresponds to their academic rank.

Prior to arrival at the host institution and as a condition predicate to being a Visiting Scholar, all Visiting Scholars must be granted an appropriate visa authorizing the Visiting Scholar to research and/or work in the host institution’s country. Neither institution guarantees any Visiting Scholar will be granted a visa.]

1. **DATES AND FEES**
   1. Date:
   2. Location:
   3. Cost:
2. **TERM**

This Agreement will be signed by the two parties and remain valid for three (3) years. At the end of the three-year period, this Agreement will automatically be extended automatically for a further three (3) years unless either party terminates this Agreement before the expiration of the then-current term.

1. **AGREEMENT COORDINATOR**

Each institution will provide one Agreement Coordinator who will serve as the key point of contact for this initiative. Required information: Name, Title, Department, School, Email, Telephone

1. **RESPONSIBILITIES OF SCU AND [Cooperating Institution]**
2. SCU and **[Cooperating Institution]** agree to provide the following (examples):
   1. Support in obtaining immigration documents necessary for visas
   2. Participant list containing full name, address, phone number, date of birth, passport number, personal email, and emergency contacts by [due date]
   3. A written agreement to financially sponsor all participating SCU/**[Cooperating Institution]** students, including all student/faculty names by [due date], for processing immigration paperwork
   4. Proof of health insurance coverage reasonably acceptable for each participant for the duration of the program from [start date] to [end date]
   5. Airfare
   6. Qualification minimums (ssr classes)
   7. Course information
   8. Orientations
   9. Housing details
   10. Meals
   11. Campus accommodations such as gyms, pools, or libraries
   12. Appointed faculty/staff to facilitate program
   13. Specify that no payments are exchanging between either partner
3. **AMENDMENT / TERMINATION PROCEDURES** 
   1. This Agreement may be amended through a mutually acceptable written statement.
   2. If the Agreement Coordinator should leave his/her position or become unable to fulfill his/her required responsibilities, a new Agreement Coordinator must be assigned and a new Agreement must be signed by the end of the current three year cycle or face termination.
   3. [Refund penalties based upon termination of this Agreement.]
4. **APPLICABLE LAWS AND POLICIES, ACADEMIC CREDIT**
   1. All education, research and other activities conducted at both institutions pursuant to this Agreement shall be conducted in accordance with the laws, statutes, ordinances, regulations, policies and rules of each country, including without limitation corresponding student conduct and student discipline policies. SCU and **[Cooperating Institution]**will have the right to terminate participants from the program in accordance with their own policies. Whenever practicable, termination of a participant in the program or other discipline will not occur without prior consultation between SCU and **[[Cooperating Institution]**
   2. SCU and **[[Cooperating Institution]**shall notify Participants that Participants will be subject to policies and laws regarding ownership, assignment and management of intellectual property, including, but not limited to, patents, trademarks and copyright, to the extent such interests and rights arise out of the program or activities covered under this Agreement.
5. **MISCELLANEOUS**

The parties agree that, in the event any dispute arises between them regarding the interpretation, construction or implementation of this Agreement, they shall make all reasonable and good faith efforts to resolve such matters between them informally and, to that end, shall meet and confer (via teleconference if necessary) regarding any disputes in a timely manner.

1. **APPROVALS**

**Santa Clara University**  **[Cooperating** **Institution]**

**Department Dean/Director Department Dean/Director**

Name: Name:

Signature: Signature:

Date: Date:

**Provost**

Name:

Signature:

Date:

**Associate Provost for International Programs**

Name

Signature:

Date: