

FAQS: UNT INTERNATIONAL AGREEMENTS

Q. WHAT IS AN INTERNATIONAL AGREEMENT?

An agreement is a legally binding contract between two or more parties. UNT’s international agreements are between UNT (the institution) and a foreign entity/entities. UNT’s international agreements contract the parties to agree to do or give something to the other party in exchange for some other action or object as outlined in the terms of the agreement. For additional information on contracts, please visit: <http://untsystem.edu/generalcounsel/contracts/contract-what-is.htm>.

Q. WHEN IS AN INTERNATIONAL AGREEMENT REQUIRED?

An international agreement is required when the collaboration includes:

1. Financial, 2. Legal, and/or 3. Accreditation issues, such as the following:
 - **Financial/Resource Exchanges:** Any activity involving financial or resource exchanges.
 - **Student Mobility Programs:** Any program involving outbound UNT students where the UNT student is earning credit at the foreign institution.
 - **Regulated Issues:** Any program involving regulated issues, such as Intellectual Property (IP), export control, UNT trademarks/logos, U.S. Foreign Corrupt Practices Act, U.S. Trade and Export Regulations, confidentiality issues, and others.
 - **Academic Programs:** Any academic program that changes the degree, certificate program, or curriculum.
 - **External Requests:** Any instance when an external entity (funding or government agency) requires an agreement between the partners.

For example, UNT enters into contracts for sponsored projects (such as instruction, public service, and research projects) that are funded by an external sponsor with an expected outcome or deliverable. UNT also enters into contracts with vendors that detail the work or services to be provided by the vendor (contracted party).

Q. WHAT RATIONALES AND BENCHMARK QUESTIONS SHOULD BE CONSIDERED WHEN PROPOSING A NEW INTERNATIONAL AGREEMENT?

REPUTATION & RANKING	RESEARCH & EDUCATION	REVENUE & ROI
Is the partner institution accredited?	Do the partner institution’s academic and research programs add value to UNT’s programs?	Does the partnership lead to increased funding for UNT?
Is the partner institution highly ranked or have highly ranked programs of interest?	Will the partnership add value to student experiences or contribute to faculty excellence?	Will the partnership generate revenue or secure sustainable external funding?
Is the partnership of mutual benefit?	Will the partnership provide innovative collaborations?	What are the measurable expected outcomes of the partnership?
Will the partnership advance UNT’s and colleges’ strategic goals?	Will the partnership enhance UNT’s academic and research productivity?	What is the expected ROI of the partnership?
Does the partnership elevate UNT’s visibility among key constituencies?	Is there student/faculty interests and support for the proposed activity?	How will the partnership leverage future opportunities?
What is the long-term viability, broader potential scope or scale of the partnership?	Does the partnership assist students in achieving career success or contribute to students’ global competencies?	Does the partnership offer recruitment opportunities for UNT?

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Q. WHAT ARE THE DIFFERENT TYPES OF INTERNATIONAL AGREEMENTS?

The chart below provides an overview of different types of international agreements, UNT requirements, and minimum timeframe. The requirements are specific to each type of agreement and are in addition to the standard UNT requirements for establishing an international agreement. UNT must abide by all laws and rules set forth by the State of Texas, the Texas Higher Education Coordinating Board, the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC), and UNT. The timeframe for establishing an agreement varies based on the type and complexity of the agreement, internal UNT reviews, partner institution's internal processes, and other factors.

TYPES OF INTERNATIONAL AGREEMENTS		
Agreement	Requirements (beyond the standard agreement requirements)	Minimum Timeframe
<p>Letter of Intent: A Letter of Intent (LOI) indicates UNT and the partner's intent to work cooperatively over a short period of time (about 6-months) on the development of a collaborative program/activity.</p>	<ul style="list-style-type: none"> A Letter of Intent is NOT needed to develop a general agreement/other types agreements. 	3 Weeks
<p>General Agreement: A General Agreement or Memorandum of Agreement (MOA) is an agreement between UNT and a partner that outlines the general intent of the collaboration.</p>	<ul style="list-style-type: none"> A general agreement is NOT needed to develop other types of agreements. 	1 Month
<p>Collaborative Research Agreement: A Collaborative Research Agreement outlines a specific research collaboration with a partner institution.</p>	<ul style="list-style-type: none"> Review by the Office of Research and Economic Development 	1 Month
<p>Reciprocal Student Exchange Agreement: A Reciprocal Student Exchange Agreement allows UNT students to take classes for credit at the partner institution as non-degree seeking students while paying tuition and fees directly to UNT and allows students from the partner institution to take classes for credit at UNT as non-degree seeking students while paying tuition and fees directly to their home institution. This agreement requires balanced student reciprocity between the institutions.</p>	<ul style="list-style-type: none"> Meeting with the Study Abroad Office UNT Site Evaluation Form UNT Course Articulation Form Texas Administrative Code requirements (Student exchanges must be balanced within five years per the Texas Administrative Code.) 	1 Month
<p>One-way UNT Student Mobility Agreement: A One-way UNT Student Mobility Agreement allows UNT students to take classes for credit at the partner institution as non-degree seeking students and pay tuition and fees directly to the partner institution.</p>	<ul style="list-style-type: none"> Meeting with the Study Abroad Office UNT Site Evaluation Form UNT Course Articulation Form 	1 Month
<p>International Student Mobility Agreement: An International Student Mobility Agreement allows international students to take classes for credit at UNT as non-degree seeking students and pay tuition and fees directly to UNT.</p>		1 Month
<p>Articulation (Transfer) Agreement: An Articulation (Transfer) Agreement allows international students to apply as transfer students to UNT and transfer credit towards a UNT degree. The student must be officially admitted into the university as a degree-seeking candidate and will receive a single degree granted solely by UNT. The student will not receive a degree from the partner institution.</p>	<ul style="list-style-type: none"> Meeting with International Recruitment UNT Course Articulation Form 	1 Month
<p>Pathway Agreement: A Pathway Agreement is similar to UNT's Grad Track Program. It allows international students to complete an undergraduate degree from their home institution and a graduate degree from UNT in an accelerated amount of time, about 5 years. Students complete three years at their home institution and two years at UNT.</p>	<ul style="list-style-type: none"> Meeting with International Recruitment 	4 Months

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<p>Joint Degree Agreement: <i>UNT and a partner university will jointly grant a single degree. Coursework from both institutions will count toward the degree and the degree will bear the names, seals, and signatures of both institutions.</i></p>	<ul style="list-style-type: none"> • UNT Planning Authority Form • UNT Site Evaluation Form • UNT Course Articulation Form • SACSCOC requirements 	12 Months
<p>Dual Degree Agreement: <i>UNT and a partner university will issue two separate degrees. Coursework from both institutions will count toward the degree, but each institution will confer its own degree and only its name, seal, and signature will appear on the degree.</i></p>	<ul style="list-style-type: none"> • UNT Planning Authority Form • UNT Site Evaluation Form • UNT Course Articulation Form • SACSCOC requirements 	12 Months
<p>Project Specific Agreement/Other: <i>A Project Specific Agreement is for a specific collaborative project that falls outside the scope of activities listed above.</i></p>	<ul style="list-style-type: none"> • A general agreement is Not needed to develop a project-specific agreement. • The requirements vary based on the project. 	4 Months

Q. WHAT IS THE UNT PROCESS FOR ESTABLISHING AN INTERNATIONAL AGREEMENT?

There are four main phases in the process: 1. Internal review of the proposed international agreement, 2. Negotiation of the agreement, 3. Legal review and approval, and 4. Executing the agreement. Please refer to the [UNT Process for Establishing International Agreements](#).

Q. HOW LONG DOES IT TAKE TO ESTABLISH AN INTERNATIONAL AGREEMENT?

The timeframe varies based on the complexity of the agreement.

- A simple agreement is estimated to take one-month or longer.
- A more complex agreement is estimated to take four-months or longer.

Q. HOW LONG IS AN INTERNATIONAL AGREEMENT VALID?

UNT’s international agreements are generally valid for three to five years. A Letter of Intent is for a shorter contracting period, such as six-months to one-year.

Q. WHO HAS LEGAL AUTHORITY TO SIGN AN INTERNATIONAL AGREEMENT ON BEHALF OF UNT?

Only the UNT President or the UNT Provost and Vice President for Academic Affairs have legal authority to sign an international agreement on behalf of UNT.

Q. WHAT APPROVAL IS NECESSARY TO ESTABLISH AN INTERNATIONAL AGREEMENT?

Several phases of approval are necessary, including an internal review of the proposed agreement by UNT as well as legal review and approval by UNT and the partner institution.

Q. WHAT IS UNT-INTERNATIONAL’S ROLE IN THE INTERNATIONAL AGREEMENT PROCESS?

- Consult with the UNT agreement/project coordinator and appropriate UNT entities regarding the project, UNT requirements, and components of the agreement
- Assure quality, transparency, and adherence to all applicable policies, regulations, and laws
- Draft the agreement or review the partner’s agreement template
- Negotiate the terms of the agreement with the partner
- Obtain approval from the UNT System’s Office of General Counsel
- Route the agreement for signatures at UNT and obtain the partner’s signatures
- Maintain the university’s official record of the agreement
- Consult with the UNT initiator on the project evaluation and future collaborations
- Communicate and seek synergies that promote UNT’s global interests