



UNIVERSITY OF CENTRAL FLORIDA

**Office of the President**

<b>SUBJECT:</b>  International Academic Agreements	<b>Effective Date:</b> 12/21/2018	<b>Policy Number:</b> 2-900.1	
	<b>Supersedes:</b> 2-900	<b>Page</b> 1	<b>Of</b> 2
	<b>Responsible Authority:</b> Vice Provost, UCF Connect & UCF Global, Vice President for Research and Dean of the College of Graduate Studies, and Vice Provost for Teaching and Learning and Dean of the College of Undergraduate Studies		

**DATE OF INITIAL ADOPTION AND EFFECTIVE DATE:** 11/16/2011

**APPLICABILITY/ACCOUNTABILITY**

This policy on the initiation of international academic agreements with institutions, organizations and/or vendors abroad applies to all university departments, units and direct-support organizations.

**BACKGROUND**

UCF follows a standard process to review, implement, and maintain international academic agreements with institutions and organizations abroad. The process is intended to ensure consistency with university policies, accreditation requirements, and compliance with State of Florida and U.S. laws and regulations.

**POLICY STATEMENT**

The Office of Research is responsible for international agreements related to research or research grants. All international academic agreements, contracts, formalized relationships and/or partnerships must be reviewed and approved by the appropriate units and UCF Global before being submitted for final UCF signature.

## DEFINITION

**International academic agreement.** A document that establishes, in writing, a formal academic arrangement between the University of Central Florida and one (or more) institutions, organizations and/or vendors abroad, such as student exchange, study abroad, dual degree, and faculty exchange and educational consultancy programs.

## PROCEDURES

The *UCF Guidelines for International Agreements* are accessible at <https://www.global.ucf.edu/agreements/>. This site provides detailed information on the process of initiating international academic agreements.

UCF Global maintains a series of approved templates to be used as drafts. When the draft text does not use a pre-approved template, the draft text must be reviewed by the units involved prior to starting the formal signing process.

Translations of the final agreement text, if any, must be approved by UCF Global.

## RELATED DOCUMENTS

*2-901 UCF Policy for All Foreign Nationals*

<http://policies.ucf.edu/documents/2-901.1UCFPolicyForAllForeignNationals.pdf>

*2-902 Study Abroad Programs*

<http://policies.ucf.edu/documents/2-902StudyAbroadPrograms.pdf>

## INITIATING AUTHORITY

Provost and Vice President for Academic Affairs

POLICY APPROVAL (For use by the Office of the President)	
Policy Number: 2-900.1	
Initiating Authority: 	Date: 12/18/18
University Policies and Procedures Committee Chair: 	Date: 10/29/18
President or Designee: 	Date: 12/18/18