

# International Agreement Request Form

Department / College: \_\_\_\_\_

UW Contact Person: \_\_\_\_\_

Proposed Agreement Partner (name, location): \_\_\_\_\_

Anticipated Start Date: \_\_\_\_\_

Please keep in mind the contract process can take a couple months.

Anticipated Length of Agreement (up to four years): \_\_\_\_\_

1. What activity, including expected numbers, is expected to occur within the time period of the agreement?  
Who are the expected participants?
2. How is the activity covered by the proposed agreement consistent with UW's or your College's mission?
3. How is the activity covered by the proposed agreement academically viable, including academic fit of proposed partner across departments or colleges?
4. How will the activity covered by the proposed agreement be promoted? Is it open to only majors or faculty within your college or across campus?
5. Is there a risk concern with the proposed location? How will risk and safety issues related to the activity covered by the proposed agreement be addressed?
6. Is the proposed agreement viable with respect to language of instruction, facilities, finances, and location?

Signed approval of request form:

Department Head: \_\_\_\_\_ Date: \_\_\_\_\_

Dean: \_\_\_\_\_ Date: \_\_\_\_\_