1. Preamble

1.1 Purpose
To provide UNSW staff with the strategic framework to establish and manage International Memorandum of Understanding and Student Agreements with international institutions.

1.2 Background
The University develops and enhances opportunities for engagement with international institutions and organizations in order to achieve its strategic goals. All International Memorandum of Understanding and Student Agreements are executed at a University level as per the Delegations of Authority. International Memorandum of Understanding and Student Agreements are not to be executed at a Faculty/School/Unit level.

2. Scope
This policy relates to collaborative engagement at the Faculty, School or Institutional level which is implemented through an International Memorandum of Understanding or Student Agreement.

3. Definitions

**Memorandum of Understanding (MOU)** – an over arching non-legally binding document indicating an intention to undertake collaboration with an international institution. There are 3 types of MOUs covering General, Teaching and Research collaboration.

**Student Agreement** - sets out the terms and conditions of any specific arrangements made between an international institution and UNSW. There are a range of Student Agreements that may be developed within the categories of student award or non-award and teaching. They may form (i) an appendix to a MOU or (ii) a stand alone Student Agreement.
Specific types of MOUs & respective Agreements

A. General MOU - To facilitate academic and educational cooperation between the institutions.

Student Award or Non-Award Agreement - Sets out the terms and conditions for non-award or award study and may form an appendix to a General MOU.

- Student Exchange Agreement [Non-award] - a reciprocal agreement where students study at a partner university as non-award full-time students for one or two semesters and receive credit at the home university.

- Student Exchange Agreement [Award] – a reciprocal agreement where students enrolled in a dual award program under an international agreement are allowed to do so as exchange students at one of the partner universities.

- Practicum Exchange Agreement - a reciprocal agreement where students obtain research experience as non-award full-time research students at a partner university.

- Study Abroad Agreement - an agreement where students from a partner university study at UNSW as non-award full-time coursework students for one or two semesters and receive credit at the home university. This is a full-fee arrangement where students pay fees to UNSW.

B. Teaching MOU - Sets out an intention to collaborate with an international institution regarding coursework award related study. The Teaching Agreement may form an appendix to a Teaching MOU.

Teaching Agreement - Sets out the terms and conditions and key academic and administrative arrangements for a collaborative program of study that will lead to a coursework award or awards.

- Articulation Agreement - is an arrangement that establishes a defined qualification pathway whereby a student is admitted to a UNSW program with the automatic granting of credit based on a completed or partially completed qualification at a partner institution. The agreement recognises the agreed prior study deemed equivalent for the purposes of enabling students to gain advanced standing. In the case of articulation arrangements based on partially completed qualifications, those leading to 48 units of credit or more advanced standing in a UNSW program should be formalised as part of a formal articulation [teaching] agreement in accordance with this policy and the related procedure.

- Twinning Agreement - an arrangement where UNSW and a partner university each delivers part of a program leading to a single award and, by agreement, one of the institutions confers the award. It extends beyond a recognition of prior learning arrangement as it involves academic collaboration between the institutions and students enrol with the express intent of completing the twinning qualification.
- Dual Award Agreement – an arrangement where UNSW and a partner university jointly develop a program pathway where students study for two awards by enrolling in an award program at each institution, in a defined pattern with cross-crediting of courses. Subject to meeting the agreed requirements for the awards at the respective institutions, students graduate with two awards and two testamurs, one from each institution.

- Pathways Agreement – an arrangement with UNSW Global or another provider for entry to a UNSW program following successful completion of a pre-University or enabling program

C. Research MOU - To establish research links between the institutions and to strengthen research collaboration. The Joint PhD Program agreement may form an appendix to a Research MOU.

- Joint PhD Program – a joint PhD is awarded by collaborating institutions that have entered into a Memorandum of Understanding on research training activities. PhD candidates approved for entry into a joint PhD program will be supervised by a UNSW supervisor and a supervisor at an approved partner institution. Each joint PhD candidature is governed by an individual student proposal and agreement outlining the specific terms.

4. Policy Statement
This policy focuses on those arrangements which are formalised through an instrument of engagement, such as an International Memorandum of Understanding or Student Agreement. The instrument of engagement must be developed consistent with the requirements of this policy and associated procedure and within the context of the University’s Register of Delegations.

The majority of International MOUs and Student Agreements will be processed through UNSW International. Where such MOUs have a research focus they will be processed through the Division of Research. Teaching MOUs and Agreements are processed through the Office of the Pro Vice-Chancellor (Students).

5. Legal & Policy Framework
Relevant policy/procedure/documents include:
- International MOU & Student Agreement Procedure
- International MOU & Student Agreement Expression of Interest form
- Joint PhD Program Policy
- Joint PhD Candidature Approval Procedure

6. Implementation
6.1 Roles & Responsibilities
The Vice-President and Deputy Vice-Chancellor (Academic) & Vice-President and Deputy Vice-Chancellor (Research) are responsible for the development and implementation of this policy.

6.2 Support & Advice
Support and advice related to this policy can be obtained from UNSW International, Division of Research and the Office of the Pro Vice-Chancellor (Students).
- International intranet (LION): http://lion.unsw.edu.au
7. Review

This policy is due for review three years from its date of effect.

8. Acknowledgements

This policy was prepared with reference to policies and procedures from a range of Australian universities. The following universities are gratefully acknowledged:

The University of Queensland
Macquarie University

Appendix A: History

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