



Sister School Agreement Proposal Form

Division of International Affairs

I. INSTRUCTIONS

Please complete sections I-V to be eligible for review by the Division of International Affairs. Prior to submission, the proposal must be endorsed by the faculty or administrator sponsor, the corresponding director or chair, and dean. Only completed submissions will be reviewed.

- I. Agreement Sponsorship
- II. Collaborating Institution
- III. Activity Description
- IV. Details of Collaboration
- V. Agreement Endorsements

When complete, please submit the proposal to the Director of International Affairs with required signatures: Dr. Javier Lozano at lozano@uiwtx.edu call (210) 805-3015 with questions you may have.

II. AGREEMENT SPONSORSHIP

UIW faculty/administrator proposing this agreement:

Name _____ Position/Title _____

Department _____ College/School _____

Email _____ Phone _____

UIW contact for questions regarding this proposal if different from individual above:

Name _____ Position/Title _____

Department _____ College/School _____

Email _____ Phone _____

III. COLLABORATING INSTITUTION

Name of Institution _____

Sponsoring Division/Unit _____

City _____ Country _____

Institution website _____

International Office website _____

Contact person _____ Position/Title _____

Email _____ Phone _____

IV. ACTIVITY DESCRIPTION

Please complete this section utilizing the definitions from the [Request a Sister School Agreement](#) page on the UIW Study Abroad site.

- i. Is this a new agreement or renewal of an existing agreement?
 - Bilateral agreement
 - Articulation agreement
 - Affiliation agreement
 - Multilateral agreement
 - Renewal, modification, or addendum to an existing agreement

- ii. Indicate the general form(s) of cooperation contemplated by this agreement (Select all that apply):
 - Exchange of research, exchanges of publications, ideas, data, patents, technologies, research;
 - Exchange of invitations to scholars for lectures, talks, and sharing of experience;
 - Exchange of invitations to scholars to participate in conferences, colloquia and symposia;
 - Exchange of faculty for research or teaching;
 - Exchange of students for study;
 - Other (Please describe): _____

- iii. Anticipated Term of Activity
 - Start date: _____
 - End date: _____

V. DETAILS OF COLLABORATION

Please include supporting documentation or additional typed responses on a separate piece of paper and submit with this document, if needed.

1. Please describe why this institution was selected for collaboration and its specific strengths. How will this agreement benefit UIW and your department?

2. Please describe any previous and/or current collaboration(s) between your department and this institution and outcomes achieved through this linkage.

3. Provide a summary of the proposed activity including expected outcomes and potential participants. Describe the status of these discussions with the institution.

4. What university resources and/or specific funding and support will be required to carry out the proposed activity?

5. Do you foresee any institutional, cultural, linguistic, or collaborative challenges between UIW and the proposed partner institution?

6. Is there any other relevant information that you believe will be helpful for assessing the Sister School Agreement proposal?

VI. AGREEMENT ENDORSEMENTS (Required)

Faculty/Administrator Sponsor _____

Date: _____

Chair/Director _____

Date: _____

Dean _____

Date: _____

Please submit the completed proposal to the Director of International Affairs with required signatures:
Dr. Javier Lozano at lozano@uiwtx.edu or call (210) 805-3015 with questions you may have.