

## UNIVERSITY OF PITTSBURGH POLICY 02-01-05

**CATEGORY:** ACADEMIC AFFAIRS  
**SECTION:** Academic Programs  
**SUBJECT:** International Inter-institutional Academic Agreements  
**EFFECTIVE DATE:** November 16, 1998  
**PAGE(S):** 1

### I. SCOPE

This policy governs the review and approval processes in connection with any agreement entered into, by or on behalf of the University, 1) between the University of Pittsburgh and one or more foreign governments and/or universities or other organizations domiciled outside the United States, regarding the use of this University's faculty, student, library, or other research or instructional resources, or 2) that commits the University of Pittsburgh to the deployment of faculty, student, library, or other research or instructional resources outside of the United States.

Agreements governed by this procedure include, but are not limited to, friendship agreements and memoranda of understanding (with or without financial obligations); program-specific linkages with or without financial obligations (e.g., a library access or exchange program, an internship, a language program, a training program, a field research program); and institutional linkages that commit the University to broad-based programs and/or exchanges with associated financial obligations (e.g., faculty and student exchanges, joint research projects).

### II. POLICY

Any agreement under the scope of this policy, prior to being executed in accordance with the University of Pittsburgh BYLAWS, must be reviewed and approved by each Dean, Director, and/or Department Chair through whose units such proposed agreements arise; and by any other university official having jurisdiction over the resources involved, if any. This review and approval process must be accomplished, for each agreement, through the execution of the International Agreement Routing Form, the completion of which will be facilitated by and coordinated with the University Center for International Studies (UCIS). See Procedure 02-01-05, International Inter-institutional Academic Agreements.

UCIS in addition to facilitating the review of proposed agreements in the context of existing international obligations of the University, is responsible for maintaining a file of fully executed copies of all agreements entered into in accordance with this policy, and for maintaining a comprehensive database of all agreements entered into at any time, whether or not currently operative, which would now fall under the scope of this policy.

### III. REFERENCES

[Procedure 02-01-05, International Inter-institutional Academic Agreements](#)

[FORM 0194 PITT 5026, International Agreement Routing Form](#)

University of Pittsburgh of the Commonwealth System of Higher Education – BYLAWS, Article IV, "Execution of Instruments," adopted by the Board of Trustees, January 14, 1969, as amended

[Policy 01-05-01, Legal Services](#)