TU Global Study Abroad Partnership Update an existing partnership

This form is to update existing student partnership including:

* Add a new programme
* Remove a programme
* Others (update number of students, etc.)

Please fill out the form and send it to E: [TUGlobal@tees.ac.uk](mailto:TUGlobal@tees.ac.uk)

If you have any questions about the form or the process, please contact the International Student Mobility Manager, Alizée Cordes E: [a.cordes@tees.ac.uk](mailto:a.cordes@tees.ac.uk)

1. Proposer

|  |  |
| --- | --- |
| **TU lead for the proposal** | |
| Name |  |
| Role |  |
| Department/School |  |
| Email |  |
| Telephone Number |  |
| Date |  |

1. Proposal

|  |  |
| --- | --- |
| Partner University Name |  |
| Country |  |
| Proposal |  |

1. If Adding a new programme

|  |  |
| --- | --- |
| 3.1 List degree programmes you wish to add to the partnership |  |
| 3.2 Level (e.g. Level 5, Year In Industry) and Duration (Semester 1, Semester 2, Year-long) of exchange |  |
| 3.3 List of courses/modules available to exchange students (in English) |  |
| 3.4 Will TU students be able to meet their degree’s learning outcomes at the partner institutions?  Do they need to take any specific courses? |  |
| 3.5 Academic requirements at partner institution (if applicable) |  |
| 3.6 How will students be assessed at partner university? (e.g. credit and grading system) |  |

1. If Removing a programme

|  |  |
| --- | --- |
| Programmes to remove |  |

1. Others

|  |
| --- |
|  |

1. Comments

|  |  |
| --- | --- |
| DID / International Student Mobility |  |
| TU Lead |  |

1. Approvals

School International Sub-Committee Approval

|  |  |
| --- | --- |
| School |  |
| Approved | Yes  No |
| Minute Ref. |  |
| Comments |  |
| Date |  |

PVC International

|  |  |
| --- | --- |
| Approved | Yes  No |
| Comments |  |
| Date |  |

Overall Process:

1. Fill out the form
2. Send the form to TU Global for review, E: [TUGlobal@tees.ac.uk](mailto:TUGlobal@tees.ac.uk)
3. Proposal reviewed by School International Committee(s).
4. If approved by school, TU Global will submit the form to PVC International
5. PVC to review the proposal, if approved an amended agreement will be signed.

If the proposal is accepted, TU Global will contact the partner to update agreement and liaise with Legal and Government Team.