# RECOMMENDATION TO RENEW AN INTERNATIONAL AGREEMENT

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| **STAFF MEMBER REQUESTING RENEWAL:** | |
| Name (include title): | Position: |
| Faculty/Institute/School: | |
| Phone and email address: | |
| Name of Partner Institution: | |
| Name of Agreement to be renewed: | |
| **PARTNER INSTITUTION CONTACT PERSON DETAILS:** | |
| Name (include title): | Position: |
| Faculty/Institute/School: | |
| Phone and email address: | |
| **INFORMATION REQUIRED FOR NEW AGREEMENT:** | |
| Duration of new agreement:  5 years  3 years  1 year  Other | |
| Report of activities and outcomes over the previous term of this agreement: | |
| Have the objectives from the original agreement proposal been met? | |
| Changes to the terms and conditions of the renewal agreement: | |
| Activities and objectives to be achieved over the new term of the agreement: | |
| **PART A: PLEASE COMPLETE IF THIS IS A RENEWAL OF ARTICULATION OR CREDIT TRANSFER AGREEMENT:** | |
| Numbers of students articulated to UQ’s program during the term of the agreement: | |
| Comments on students’ progress, including average GPA if available: | |
| Are there any changes to the partner’s courses that were approved for credit transfer to UQ? If yes, please provide details: | |
| Are there any changes to the partner’s teaching pedagogy, assessment, facilities and staffing support? If yes, please provide details: | |
| **PART B: PLEASE COMPLETE IF THIS IS A RENEWAL OF STUDENT EXCHANGE AGREEMENT** | |
| Numbers of incoming students in the last 5 years: | |
| Numbers of outgoing students in the last 5 years: | |
| Has the Manager of UQ Abroad approved the renewal of the Student Exchange agreement: | |
| **PART C: PLEASE COMPLETE IF THIS IS A RENEWAL OF DIRECT STUDY ABROAD AGREEMENT** | |
| Number of students enrolled in UQ in the last 5 years: | |
| Students’ academic performance: | |
| Are there any fee reductions or special conditions for the program? If yes, please provide details: | |
| **PART D: PLEASE COMPLETE IF THIS IS A RENEWAL OF RESEARCH AND RESEARCH TRAINING AGREEMENT** | |
| Number of visiting researchers: | |
| List joint workshops attended: | |
| List joint publications: | |
| Brief description of funding secured: | |
| Brief description of projects implemented: | |
| **SUPPORT OF RENEWAL BY HEAD OF SCHOOL / INSTITUTE:** | |
| Name: | |
| Signature: | Date: |
| **APPROVAL OF RENEWAL BY EXECUTIVE DEAN OF FACULTY / DIRECTOR OF INSTITUTE:** | |
| This approval includes but is not limited to approval for credit transfer, sharing of curriculum and providing teaching assistance to partners, hosting students and visitors in the Faculty/Institute’s programs. Where activities are at Faculty/Institute level, the approval also means assuming the responsibility for management, promotion and quality assurance of the agreement. | |
| Name: | |
| Signature: | Date: |
| **Please forward the form to:**  **Laura Anderson Charna Kovacevic**  Manager, International Agreements **OR**  International Agreements Officer  Global Engagement and Entrepreneurship Global Engagement and Entrepreneurship  E: [laura.anderson@uq.edu.au](mailto:laura.anderson@uq.edu.au) P: +61 7 3346 0635 E: [c.kovacevic@uq.edu.au](mailto:c.kovacevic@uq.edu.au) P: +61 7 3443 1667 | |
| **APPROVAL BY DEPUTY VICE-CHANCELLOR (EXTERNAL ENGAGEMENT):** | |
| Comments: | |
| Signature by: | Date: |