



INTERNATIONAL BUSINESS INSTITUTE

Affiliation Agreement between the International Business Institute and

College or University: _____

This letter of agreement acknowledges that we have received the statement of policies and procedures for affiliation with the International Business Institute and that we agree to establish and maintain this relationship for a period of five years. It is understood that this is simply a letter of agreement which may be terminated by either party with the courtesy of advance notice.

The essential elements of this agreement are as follows:

1. The course offerings of the International Business Institute will be entered in the curriculum catalog of the cooperating institution.
2. Student grades will be reported by the International Business Institute within two weeks of the conclusion of the program and will be entered directly on the student's transcript of the cooperating institution.
3. The cooperating institution will nominate a faculty representative to serve as a formal liaison for a term coincident with this affiliation agreement.
4. The faculty representative will receive compensation in the form of a stated registration fee from IBI for each student enrolled.
5. The operational details of this agreement are provided in the Statement of Policies and Procedures for Affiliation.

Academic Officer of the Cooperating Institution

Date

Managing Director of the International Business Institute

Date

Faculty Representative of Cooperating Institution

Date