



**OFFICE OF THE EXECUTIVE VICE PRESIDENT AND PROVOST**  
**POLICIES AND PROCEDURES**

**Consortia/Contractual/Education Agreements**

**POLICY**

The University of Miami welcomes the offering of instruction through consortia or contractual agreements (exchange agreements or transfer agreements) in an effort to provide our students the best and broadest education available to prepare them for a global life. Consortia/contractual agreements may be discipline-specific or university-wide in scope and include transfer agreements, study abroad/exchange agreements, and any other agreement where the University of Miami is not the instruction provider.

**PROCEDURE**

The following requirements should be followed when pursuing and reviewing University of Miami consortia, contractual, and education agreements:

**Pursuit of Agreement:**

Discipline-specific agreements that originate within one or more of the school/colleges/divisions must be approved by the respective dean(s). The agreement must then be submitted for discussion to the Academic Deans Policy Council (ADPC). Finally, the Executive Vice President and Provost (or designee) must provide final approval. The final agreement must bear the approval of all deans participating and the Executive Vice President and Provost. University-wide agreements must be at the level of the President and/or Executive Vice President and Provost. Such agreements must be presented to the Academic Deans Policy Council (ADPC) for discussion prior to finalization. The final agreement need only bear the approval of the President or Executive Vice President and Provost.

**Review of Agreement:**

All University of Miami consortia/contractual agreements must be reviewed at least once every five years. The precise nature of the review may be determined by the respective unit. If discipline-specific, however, the respective dean(s) must certify to the Executive Vice President and Provost that the agreement remains beneficial to University of Miami students. The Executive Vice President and Provost may recommend an agreement to the Academic Deans Policy Council (ADPC) for discussion. An agreement may only be renewed with the approval of all parties designated above and documentation of a successful review.