

Your 5 Steps to a Partnership with a U.S. University

Step 1: Develop Strategy

- Assess institutional needs, readiness, and capacity.
- Identify priority institutional interests, disciplines, regions.
- Identify suitable types and forms of partnerships.
- Set up goals, develop list of actions.

Step 2: Identify and Contact Potential Partners

- Set up criteria to find the best fit.
- Leverage resources (faculty, conferences, associations, international programs and organizations).
- Do your research, select carefully.
- Arrange face-to-face meeting.
- Provide sufficient information about your institution (site visit and review).
- Explain rationale for cooperation and describe mutual interests and benefits.
- Propose a schedule for the follow-up steps.

Step 3: Negotiate Agreement

- Make sure to have appropriate decision-makers at the table.
- Evaluate the formal agreement is needed, if so, determine, what kind of agreement.
- Settle conditions of proposed activities in detail (participants, length, role and responsibility of each participating institution, support services, funding, reciprocity, timeframe, recognition, outcome, evaluation...).
- Negotiate and review the agreement.
- The agreement should be approved and signed by the appropriate officials.

Step 4: Execute Cooperation

- Prepare conditions for implementing the agreement.
- Solve all details on your side.
- Promote, collaborate, communicate, follow through.

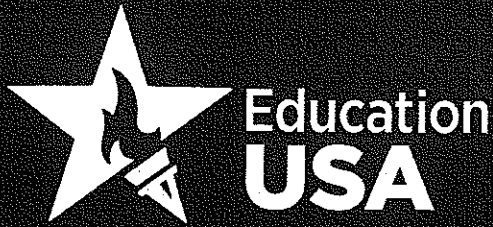
Step 5: Assess Performance

- Select criteria and implement system of periodical evaluation.
- Analyze costs and benefits.
- The well-established partnership should be sustainable.
- If needed, modify agreement, involve new players and participants.
- Ensure that you have sufficient resources if contemplating expansion.

Your Official Source on U.S. Higher Education

Visit EducationUSA.state.gov for more information.





Some Things to Keep in Mind

Crucial Factors

- Know well your institution and local conditions.
- Understand the U.S. educational system and its variety.
- Successful partnerships are based on personal contacts.
- Try to find the best fit for your institution. Choose carefully.
- There is a great variety of possible cooperation models. Some types are easier to arrange than others.
- It is wise to start small and grow gradually.

Types of Institutional Cooperation

- Informal/formal cooperation
- Joint student activities and projects
- Faculty/curriculum development activities (workshops, conferences, visits)
- Summer programs
- Collaborative research
- Student/faculty/administration/staff exchanges
- Networks and consortia
- Joint and double degree programs
- Branch campuses

Aspects of a Sustainable Partnership

- The achievement of mutual benefits and genuine reciprocity.
- Integration with institutional mission and curriculum.
- Connections to local communities and businesses.
- Development beyond any particular sub-project or individual.
- Regular assessment and reworking.
- Base-line support by the respective institutions along with the ability to generate new resources and external funding.
- Open communication that attends to cultural, linguistic, and institutional differences.

Resources

- *"Developing Strategic International Partnerships: Models for Initiating and Sustaining Innovative Institutional Linkages,"* Center for International Partnerships in Higher Education, Institute of International Education, www.iie.org/cip
- *"Cooperation with a University in the United States: NAFSA's Guide to Interuniversity Linkages,"* NAFSA: Association of International Educators, www.nafsa.org/publications

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