

International Memorandum of Understanding, Agreements and Partnership Procedures



FACULTY



- UNE Staff member generates or follows up Partnership Idea
- UNE Staff member consults key people deemed relevant
- UNE Staff member seeks APPROVAL from Dean of Faculty
- Faculty contacts PVCER with APPROVED business case

PVCER



- PVCER Considers proposed MOU or Agreement
- PVCER Office provides Standard Template and instructions
- MOU/Agreement sent to Legal for review

LEGAL



- Mou/Agreement entered into the Contracts Management System and reviewed
- MOU/Agreement executed and Trimmed

- For all Student Exchange Agreements please contact the UNE International Director
- For Agreements not commented in this process, please contact the UNE Legal Office