**DOMESTIC DUAL DEGREE AGREEMENT**

**Dual Master of ARTS/SCIENCE Degree in SUBJECT**

*Between*

COLLEGE

University of North Carolina Charlotte

*And*

COLLEGE/PROGRAM

INSTITUTION

CITY, STATE

This document outlines an agreement, hereafter called the “Agreement,” between the COLLEGE at the University of North Carolina Charlotte (“UNC Charlotte”) located in Charlotte, North Carolina, USA, and the COLLEGE/SCHOOL, INSTITUTION FULL NAME (“UNIVERSITY”) located in CITY, STATE. UNC Charlotte and UNIVERSITY hereafter collectively, the “Partner Institutions” agree to operate jointly a dual Master’s degree (“Program”) that will allow for the completion of a Master’s degree in ARTS/SCIENCE in SUBJECT at UNIVERSITY and a Master of ARTS/SCIENCE in SUBJECT at UNC Charlotte. Students selected for the Program may come from the COLLEGE/SCHOOL and other relevant disciplines at UNIVERSITY.

1. **GENERAL**
2. The Program will operate in such a way that students will initially apply to and enroll in the Master of SUBJECT program in the COLLEGE/SCHOOL at UNIVERSITY in CITY, COUNTRY (“UNIVERSITY Students”). After successful completion of the first semester of the program at UNIVERSITY and upon being admitted to the Program, UNIVERSITY Students will undertake one academic year (two semesters) of study in the Master of ARTS/SCIENCE in SUBJECT program at UNC Charlotte in Charlotte, North Carolina, USA. After successful completion of this year at UNC Charlotte UNIVERSITY Students will return to UNIVERSITY and finish the remaining semester of their study at UNIVERSITY.
3. Program participants will be selected from UNIVERSITY Students enrolled in the Master of ARTS/SCIENCE in SUBJECT Program at UNIVERSITY following a mutually agreed upon admission criteria, outlined below. In order to ensure a high-quality Program and commitment from UNIVERSITY Students, UNIVERSITY and UNC Charlotte agree that UNIVERSITY Students entering the Program must meet the regular graduate admission requirements for both UNIVERSITY and UNC Charlotte, including all UNC Charlotte Graduate School requirements. In addition to the above, applicants to the Program must also:
* **Submit a motivational letter;**
* **Undergo a personal interview with a selection committee consisting of one or more faculty members appointed by each institution; and**
* **Be selected for the program based on both academic merit and strong motivation**.

UNIVERSITY and UNC Charlotte agree that selected UNIVERSITY Students must demonstrate both written and verbal English proficiency sufficient for graduate study at UNC Charlotte, according to UNC Charlotte Graduate School admittance standards for English proficiency.

By completing all Program requirements, participants will receive a Master of ARTS/SCIENCE in SUBJECT degree from UNIVERSITY and a Master of ARTS/SCIENCE in SUBJECT from UNC Charlotte. Applicants to the Program who are not selected but who are otherwise in good standing at UNIVERSITY may continue in the Master of ARTS/SCIENCE in SUBJECT program at UNIVERSITY.

1. The UNIVERSITY will send its first cohort of UNIVERSITY Students to UNC Charlotte for the **Fall YEAR** semester, and the launch date for the Program will be the first day of the **Fall YEAR** semester at UNIVERSITY. The Program will consist of **no more than NUMBER students** in any single academic year unless otherwise mutually agreed to by the Partner Institutions.
2. The Partner Institutions agree to fulfill their respective obligations outlined in this Agreement for a minimum of five years from the Program launch date. After the initial five-year period, the Program may be extended for additional five-year terms upon mutual written agreement of the parties.
3. Either Partner Institution may, at any point in the Agreement period, terminate this Agreement with at least one year advanced written notification to the other Partner Institution; provided, however, that either institution may terminate this Agreement for breach if the other party materially breaches its obligations under this Agreement and fails to cure such material breach, provided that the non-breaching party shall give written notice of its intention to terminate and shall allow the breaching party 60 days after receipt of such notice to remedy the breach. In addition, UNC Charlotte may terminate this Agreement immediately if SACSCOC withdraws its approval pursuant to Section IX below. In the event of Program termination, any student that has been accepted by the Program for study at UNC Charlotte will be given the opportunity to complete the Program.

The Partner Institutions agree to review the Program annually beginning at the conclusion of year two of the Program.

1. The Partner Institutions agree to admit selected students to the Program according to a mutually agreed upon admission process. UNIVERSITY Student selection will occur after the first semester of enrollment at UNIVERSITY. Normally UNIVERSITY Students will be notified of their admission to the Program and their eligibility to attend UNC Charlotte by **DATE of the first year** of the graduate program at UNIVERSITY.
2. Upon successful completion of the two-year Program, participants will be awarded a Master of ARTS/SCIENCE in SUBJECT from UNC Charlotte and a Master of ARTS/SCIENCE in SUBJECT from UNIVERSITY.
3. While at UNC Charlotte, Program participants must comply with all UNC Charlotte requirements for continued enrollment and are subject to all applicable policies and procedures, including, but not limited to, the *Code of Student Responsibility* and the *Code of Student Academic Integrity* – available at [legal.charlotte.edu/policies/chapter-400](http://legal.charlotte.edu/policies/chapter-400).
4. **UNC CHARLOTTE RESPONSIBILITIES**
5. UNC Charlotte agrees to offer and provide adequate scheduling of the courses required to complete the Master of ARTS/SCIENCE in SUBJECT during the final year of the Program. If Program participants do not finish the Master’s degree requirements within the final year of the Program, they may extend their studies at UNC Charlotte with additional tuition payments at the same level as other students.
6. UNC Charlotte agrees to provide infrastructure, logistical support, and student services for Program participants at the UNC Charlotte campus.
7. UNC Charlotte will provide Program participants with written pre-arrival orientation materials and an on-site post-arrival orientation.
8. The COLLEGE NAME at UNC Charlotte will allocate a percentage of participant fees, depending on Program enrollment levels, as merit-based scholarships and/or assistantships to Program participants selected by the Program Director of the Master of ARTS/SCIENCE in SUBJECT at University of North Carolina at Charlotte.
9. Upon request from Program participants,
	1. UNC Charlotte will assist Program participants with information regarding housing accommodations in Charlotte.
	2. UNC Charlotte will help Program participants make connections with the Chinese Student Association at UNC Charlotte.
	3. UNC Charlotte will assist Program participants in their application for optional practical training; however, UNC Charlotte cannot guarantee the availability of practical work experience for all Program participants.
10. Additional UNC Charlotte responsibilities:
	1. As the School of SCHOOL NAME at UNIVERSITY will deliver the first year of graduate curriculum to Program participants, the Partner Institutions will work closely to develop the first half-year graduate curriculum so that relevant program requirements for the Master of ARTS/SCIENCE in SUBJECT at UNC Charlotte and the Master of ARTS/SCIENCE in SUBJECT at UNIVERSITY are met.
	2. UNC Charlotte assumes responsibility for the academic quality of any course work or credit recorded on a UNC Charlotte transcript and accepted toward a dual academic award.
11. **PARTNER INSTITUTION RESPONSIBILITIES**
12. The School of SCHOOL NAME at UNIVERSITY will advise potential Program participants to obtain required standardized scores during their first semester enrolled in the Master of ARTS/SCIENCE in SUBJECT program prior to the start of participant selection process. Required standardized tests include the following:
	1. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
13. The School of SCHOOL NAME at UNIVERSITY will provide each Program participant’s updated transcripts to UNC Charlotte for each term after Program admission, but prior to the participants’ arrival at UNC Charlotte.
14. Additional UNIVERSITY responsibilities:
	1. The School of SCHOOL NAME at UNIVERSITY will deliver the first year of graduate curriculum to Program participants. The Partner Institutions will work closely to develop this curriculum so that relevant program requirements for the Master of ARTS/SCIENCE in SUBJECT at UNC Charlotte and Master of ARTS/SCIENCE in SUBJECT at UNIVERSITY are met.
	2. The School of SCHOOL NAME at UNIVERSITY will provide Program participant transcripts to UNC Charlotte when the School of SCHOOL NAME at UNIVERSITY curriculum is to be applied to the Master of ARTS/SCIENCE in SUBJECT from UNC Charlotte.
15. **RECRUITMENT AND ADMISSION**
16. The School of SCHOOL NAME at UNIVERSITY is responsible for Program promotion and participant recruitment to ensure a sufficient pool of applicants so that the Program can be run. The COLLEGE NAME at UNC Charlotte agrees to collaborate actively with the School of SCHOOL NAME at UNIVERSITY and provide assistance wherever practicable.
17. Program participants must satisfy admission requirements for the Master of ARTS/SCIENCE in SUBJECT offered by the COLLEGE NAME at UNC Charlotte and the Master of ARTS/SCIENCE in SUBJECT offered by the School of SCHOOL NAME at UNIVERSITY. Degree requirements are available at LINK.
18. Upon the mutual written agreement of the Partner Institutions, additional Program admission requirements may be established.
19. UNIVERSITY agrees to work together to design and implement the Program admission process, which includes the timing for the annual selection process.
20. UNIVERSITY agrees to operate Program admission jointly according to the mutually agreed upon admission process, which is outlined in a technical annex. Admission to the ARTS/SCIENCE in SUBJECT Program will utilize established UNC Charlotte graduate application processing procedures.
21. **FINANCIAL**
22. Program applicants must demonstrate sufficient financial resources to cover Program fees and living expenses for the duration of the study period at UNC Charlotte.
23. Sufficient financial resources for study at UNC Charlotte are determined by the UNC Charlotte Graduate School and are available at [graduateschool.charlotte.edu/funding/funding-graduate-education](http://graduateschool.charlotte.edu/funding/funding-graduate-education).
24. Estimated Program tuition and fees for full time enrollment while a resident at UNIVERSITY will be posted to a website which will be provided to the Partner Institutions after this Agreement is signed.
25. Each Partner to this Agreement is responsible for setting and collecting its own tuition, fees, and operating costs associated with implementing its respective responsibilities as outlined in this Agreement.
26. **COURSE RECOGNITION AND CREDIT TRANSFER**
	1. Two courses from the following courses offered by the program of Master of ARTS/SCIENCE in SUBJECT at UNIVERSITY may be used to replace corresponding courses offered by the program of Master of ARTS/SCIENCE in SUBJECT at UNC Charlotte:
27. **COURSE NAME**
28. **UNIVERSITY COURSE NAME**
29. **UNIVERSITY COURSE NAME**
30. **UNIVERSITY COURSE NAME**
	1. Credit for such courses from UNIVERSITY may be transferred to UNC Charlotte.
31. **SACSCOC DISCLAIMER STATEMENT**

UNC Charlotte is accredited by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) to award undergraduate, graduate, and doctoral degrees. The UNIVERSITY in SUBJECT Program is not accredited by SACSOC, and the accreditation of UNC Charlotte does not extend to or include UNIVERSITY or UNIVERSITY Students. Further, although UNC Charlotte agrees to accept certain course work from the UNIVERSITY to be applied toward an award from UNC Charlotte, that course work may not be accepted by other colleges or universities in transfer, even if it appears on a transcript from UNC Charlotte. The decision to accept course work in transfer from any institution is made by the institution considering the acceptance of credits or course work.

On an annual basis, UNC Charlotte will review the materials describing the relationship between UNC Charlotte and UNIVERSITY. This Agreement between UNC Charlotte and UNIVERSITY will be included in the annual review.

1. **SUPPLEMENT**
2. UNC Charlotte recognizes the value of internships for UNIVERSITY Students in the Program. Students from UNIVERSITY will have the same access to the University Career Center and its internship services as any other UNC Charlotte Program student during their enrollment at UNC Charlotte.
3. UNIVERSITY Students shall have the same rights and obligations as other UNC Charlotte students and may take advantage of the same University services.
4. UNC Charlotte reserves the right to withdraw from its facilities any UNIVERSITY student whose conduct or work is not in accordance with the policies and procedures of the institution or is detrimental to others or who has been found to have violated federal or state laws.
5. UNIVERSITY Students will be responsible for all living, travel, insurance, and ancillary costs in connection with the Program and are required to have health insurance while at UNC Charlotte.
6. **ADDITIONAL APPROVALS REQUIRED**

UNC Charlotte is required to submit a letter of notification to SACSCOC six months prior to implementation of this Agreement and a final signed copy of this Agreement. Formal, written acceptance of that notification and Agreement by SACSCOC is required before implementation of the provisions of this Agreement.

SIGNATURES ON FOLLOWING PAGE

IN WITNESS WHEREOF and intending to be bound by its terms and conditions, UNIVERSITY and the UNIVERSITY have caused this Agreement to be signed by their authorized representatives below and executed the date of the last signature below.

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|  |  |  |
| NAMETITLEINSTITUTION NAME  |  | Date |
| NAMETITLEINSTITUTION NAME |  | Date |
|  |  |  |
| NAMEDean, COLLEGE NAMEUniversity of North Carolina Charlotte |  | Date |
|  |  |  |
| Dr. Pinku MukherjeeInterim Dean, Graduate SchoolUniversity of North Carolina Charlotte |  | Date |
|  |  |  |
| Dr. Jennifer TroyerProvostUniversity of North Carolina Charlotte |  | Date |
|  |  |  |
| Sharon L. GaberChancellorUniversity of North Carolina Charlotte |  | Date |
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**Appendix I**

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| **Table 1. Course Plan and Schedule for UNIVERSITY-UNC Charlotte Dual Master Program** |
| Year 1: Courses Taken at UNIVERSITY |
| Fall Semester | Spring Semester |
| 1. XXXXXXXX
2. XXXXXXXX
3. XXXXXXXX
4. XXXXXXXX
5. XXXXXXXX
6. XXXXXXXX
7. XXXXXXXX
8. XXXXXXXX
9. XXXXXXXX
10. XXXXXXXX
11. XXXXXXXX
12. XXXXXXXX
 | 1. XXXXXXXX
2. XXXXXXXX
3. XXXXXXXX
4. XXXXXXXX
5. XXXXXXXX
6. XXXXXXXX
7. XXXXXXXX
8. XXXXXXXX
9. XXXXXXXX
10. XXXXXXXX
11. XXXXXXXX
12. XXXXXXXX
 |
| Year 2: Courses Taken at UNC Charlotte |
| Fall Semester | Spring Semester |
| 1. XXXXXXXX
2. XXXXXXXX
3. XXXXXXXX
4. XXXXXXXX
5. XXXXXXXX
 | 1. XXXXXXXX
2. XXXXXXXX
3. XXXXXXXX
4. XXXXXXXX
5. XXXXXXXX
 |
| Year 3: Courses Taken at UNIVERSITY |
| Fall Semester | Spring Semester |
| 1. XXXXXXXX
2. XXXXXXXX
3. XXXXXXXX
4. XXXXXXXX
5. XXXXXXXX
6. XXXXXXXX
7. XXXXXXXX
8. XXXXXXXX
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