

CISGO: Academic Advisory Subcommittee  
**New Study Abroad Program Proposal**

Name of Overseas Partner:	
Type of Program/Partnership	
UP Sponsoring Department <i>(if applicable)</i>	

*This evaluation form is used to review and assess a potential partnership for new Study Abroad opportunities. Reviewers will base their assessment on the narrative overview of the partnership and a summary recommendation by the UP Study Abroad office, including feedback from other U.S. Universities.*

*Sample syllabi, program marketing, and other materials will be provided for review. Any additional materials required for review will be provided as needed upon request.*

*The initial program review is intended to ensure that the proposed partnership abides by the requirements outlined in the [NWCCU Policy for Contracts with Education Related Services](#). The specific [course equivalency articulation process](#) is managed independently by each UP Academic Department. The academic oversight of both program assessment and approval and the process for course review is the responsibility of the Collaborative for International Studies and Global Outreach (CISGO).*

Criteria	Yes/No	Comments
Adding this program to the portfolio of offerings contributes to addressing a gap or enhances the opportunities available to UP students.	Yes No	
This program offers culturally appropriate education in disciplines that are sufficiently equivalent to offerings by UP academic departments.	Yes No	
This program provides syllabi for review by UP academic departments, and are able to supplement course descriptions with additional information upon request should the syllabi not provide the required information.	Yes No	
Sample syllabi have been reviewed, and found to provide sufficient information to conduct articulation reviews.	Yes No	
This program hires instructors who meet the same minimum requirements to teach courses as UP adjunct faculty.	Yes No	
This program provides the necessary instructional support services (library, IT platform, classroom, etc.) to offer overseas courses.	Yes No	
This program provides the necessary learning support services (advising, office hours, tutoring, etc.) to assist students in overseas courses.	Yes No	

The calculation of academic credit hours for this program is compatible with UP's calculation.	Yes No	
The academic calendar of this program is compatible with UP academic and financial aid requirements.	Yes No	
This program conducts and shares annual reports including academic assessment and student satisfaction.	Yes No	
This program welcomes academic oversight and recommendations from its partner institutions.	Yes No	
This program has met the requirements as stipulated in the NWCCU Policy for Contracts with Education Related Services, and will be a valuable addition to the portfolio of offerings for UP programs.	Yes No	

Committee Member Names	Date	Department

Additional Comments:

Recommendations for UP Department (for potential enrollment outreach/partnerships):