

**AFFILIATION AGREEMENT**  
**BETWEEN**  
**THE REGENTS OF THE UNIVERSITY OF MICHIGAN**  
**ON BEHALF OF**  
**THE UNIVERSITY OF MICHIGAN-DEARBORN**  
**AND**  
**[AGENCY]**



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**ARTICLE I**  
**STATEMENT OF PARTNERSHIP**

This affiliation agreement is made and entered between the Regents of the University of Michigan on behalf of the University of Michigan-Dearborn (hereafter referred to as the “University”), located in Dearborn, Michigan and [AGENCY] (hereafter referred to as (“Department”) located in [CITY], Michigan.

**ARTICLE II**  
**AGREEMENT ON PRINCIPLE**

The University of Michigan-Dearborn and the Department, desiring to expand community ties, facilitate academic access, and promote higher education opportunities for Department employees, have agreed to establish this mutually beneficial scholarship program. The University and Department agree that, as a result of this partnership, employees of the Department may be admitted to the University to pursue degrees at the undergraduate or graduate level in any academic program for which they are eligible. Through this special opportunity (Community Service Personnel Scholarship program – CSPS), an employee who matriculates will receive, in addition to any tuition assistance offered by the Department, a credit in the amount of twenty percent (20%) of the full assessed tuition and fees in each semester during which the student is enrolled at UM-Dearborn.

**ARTICLE III**  
**AGREEMENT ON PROGRAM**

This collaboration provides for employee participation in the Community Service Personnel Scholarship program under the conditions which follow:

- 1) All participants must be bona fide employees of the Department.
- 2) Prospective students may be admitted to any undergraduate or graduate program the University offers as long as the program’s admission and eligibility criteria are met.
- 3) The University of Michigan is committed to a policy of equal opportunity for all persons and does not discriminate on the basis of race, color, national origin, age, marital status, sex, disability, religion, height, weight, or veteran status. In addition, UM-Dearborn does not discriminate on the basis of sexual orientation including gender identity and gender

expression. The University is committed to complying with all applicable laws regarding nondiscrimination and affirmative action.

- 4) The University will provide student support services, monitor academic performance, enforce standards of conduct and their accompanying disciplinary policies and procedures, and adhere to all other institutional practices, including registration/drop/add/withdrawal policies, for all students enrolled at UM-Dearborn.
- 5) Department employees who are admitted to the University will receive a (20%) reduction per semester in the full assessed cost of tuition and fees. The Department will certify the employee's current status by providing that information in a correspondence on Department letterhead which may be mailed or faxed to the University's Financial Aid Office. The Department uses a reimbursement program but this scholarship program is in addition to any educational benefit provided as part of the reimbursement program offered through the DEPARTMENT.

#### **ARTICLE IV AGREEMENT ON COMMUNICATION**

The Department and the University of Michigan-Dearborn agree to cooperate by communicating with each other and with common and respective publics concerning the established relationship between the two entities. Communication may include the development of various kinds of publications (brochures, flyers, emails) to inform those who might benefit personally and professionally from the opportunities provided by this collaborative agreement. The University and Department will also work in tandem to facilitate special opportunities for those interested employees such as recruitment visits, pre-admissions advising, on-site admissions and other programs which would contribute to student success.

The University and the Department will also communicate regarding any changes which affect the collaboration and consider the development of plans which might lead to future partnership opportunities. Responsibility for communication related to this agreement will be given to the Dean of the College of Arts, Sciences, and Letters at the University of Michigan-Dearborn and to the Department, or their designees.

#### **ARTICLE V ESTABLISHMENT OF DEVELOPMENT AND REVIEW BOARD**

Both parties agree to establish and maintain a joint development and review Board with the purpose to:

1. Evaluate the continuing effectiveness of the established program agreement.
2. Facilitate modifications to the agreement.
3. Initiate the development of new collaborations.
4. Serve as the vehicle for communication concerning changes in the scholarship program and changes or plans which might lead to future agreements.

The Board, which will be comprised of at least 2 members from each organization, will hold occasional meetings when needed for the purpose of Development and Review at a time and location of mutual convenience. The Board will maintain frequent communication in order to support cooperation and agreement implementation. Representatives shall be appointed by the Department, and by the Dean of the College of Arts, Sciences, and Letters at the University, or their designees.

## **ARTICLE VI CONFIDENTIALITY**

Both parties acknowledge:

1. That many student records and other personally identifiable information regarding the University's students ("Education Records") are protected by the Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. § 1232g, and its implementing regulations, 34 C.F.R. § 99.1 et seq. The Organization shall not release information contained in these Education Records, but shall instead refer all requests for information respecting such Education Records to the University.
2. Notwithstanding anything else herein, nothing in this Agreement shall prevent either party from producing documents or disclosing information that is required by law (such as the Michigan Freedom of Information Act [FOIA]) or a valid production document (such as a warrant or subpoena).

## **ARTICLE VII TERM AND TERMINATION**

This agreement commences as of the date of the last signature and will expire in three (3) years. Should either party wish to renew this agreement, a meeting of the Board will be required to consider renewal options.

This agreement may be terminated by either party by providing at least six (6) months prior written notice. If the termination date falls while an employee is enrolled, they will be allowed to continue their study and this agreement will terminate after completion.

**The Regents of the University of Michigan**

**[Name of Agency]**

\_\_\_\_\_  
Ghassan Kridli  
Interim Provost and  
The University of Michigan-Dearborn

\_\_\_\_\_  
[Printed Name]  
[Printed Title]

Date: \_\_\_\_\_

Date: \_\_\_\_\_