

To Affiliate or Not to Affiliate: Criteria for Institutions and Education Abroad Providers

2014 NAFSA Regions 10+11 Conference

28-30 October – Albany, NY

Steps we need to take

Document the values, priorities, and goals of our institution

Draft a list of criteria to consider

- Consider the criteria from the survey and session
- Consult/compare with similar institutions

Assemble a group to finalize the criteria

- Write up the goals and likely steps the group needs to take
- Determine who needs to be involved in affiliation decisions
- Obtain approval from _____ [whom?]
- Invite individuals (include goals and likely steps in invitation)
- Set a meeting date
- Send draft of criteria to members

Send final criteria to _____ [whom?]

Consider how public you are able and want to be with your criteria (post on website, share in writing with providers, etc.)

Assess current affiliations against the approved criteria, making adjustments as needed

Create system for using approved criteria for future affiliation decisions

Agree on a calendar/cycle for reviewing and evaluating affiliation agreements

Agree on a calendar/cycle for reviewing, evaluating, and revising criteria and process

Who needs to be involved in the decision

Add a name, if you know it, and check whether the person needs to be involved in the decision to affiliate with an education abroad provider organization. Use the blank rows to add others who need to be involved at your institution.

	Title/Name
	President/Chancellor
	Provost/Chief Academic Officer
	International Programs Director
	Education/Study Abroad Director
	Academic Dean(s) or Department Chair(s) of _____
	Internship Director
	Risk Management Director
	Legal Counsel