**Appendix III**

**University of Taipei**

**Flow Chart for the Signing of Collaborative Agreements with Schools and Organizations**

Collaborative Agreement is drafted by other School

UT makes necessary revisions and has them approved by other School

Where a concern exists, a law professor from UT should be consulted

Agreement is approved by other party

Collaborative Agreement in English/Chinese is drafted by University of Taipei

The agreement is submitted to the Executive Council or College (Department/Graduate Institute/Center) Affairs Council for approval

Representative from other School visits campus to sign agreement

President or College Dean/Program Director visits the other School overseas to sign the agreement

Either party sends a faculty member with a copy of the collaborative agreement to complete signing

The collaborative agreement is mailed between both parties to complete signing

**Inter-university collaborative agreement**: The Office of Research and Development will retain the original copy of an inter-university collaborative agreement with a domestic partner; the Office of International Affairs will retain the original copy of an inter-university collaborative agreement with a partner from overseas

**Inter-college collaborative agreement**: The original copy of an inter-college (department, graduate institute, or center) collaborative agreement will be retained by the College (Department, Graduate Institute, or Center). One photocopy of an inter-college collaborative agreement with a domestic partner will be retained by the Office of Research and Development. One photocopy of an agreement with a partner overseas will be retained by the Office of International Affairs.

Communi-

cation will be handled by the signatory administra-tion

After the agreement is signed