

Agreement type	Description	Preliminary Draft available
Handshake, or "Agree to Agree"	These agreements are between Columbia and another entity (domestic or international) where both express an interest in having current and future discussions about potential collaborations. However, there are no specific outcomes, programs, courses of study, or projects described in this document. They are non-binding with regard to faculty, staff, students, or any other university resource. There is no exchange of resources. Anything more concrete requires a separate and full agreement apart from this document.	Template available
Student Exchange or Visiting Student (where credits are earned)	These agreements are for Columbia's student(s) visiting a partner institution (domestic or international) for one or more semesters and/or for a student from a partner institution visiting Columbia. These agreements are for undergraduate and graduate students traveling bi-directionally OR uni-directionally between universities. All such agreements are characterized by the fact that credits are earned by the students at one or both institutions.	X
Dual Degree Program	These agreements are for students participating in educational programs leading to two degrees. Dual degree programs link two separate programs together as a way for students to complete courses in two degree programs, with students transferring credits from one program to another in accordance with each institution's credit transfer policy. There are several types: Students may receive the same degree from two institutions (e.g., a Bachelor's degree from each). In other arrangements, students may receive degrees in two different fields (e.g., a Master's degree in public health and a Master's degree in public administration). Or, students may receive two degrees at two different levels (e.g., a Bachelor's from one institution and a Master's from the other). Dual degree arrangements may be with two schools within Columbia, or between Columbia and a domestic or international partner institution. If the partner is external to Columbia, an educational agreement is required. All dual degree programs require review and approval by several University offices (e.g., OVPAP, University Senate). Internal approvals are managed through the online Academic Program Approval System (APAS). Formal program registration with New York State Department of Education may be required in some instances but not others. If it is not a unique program that has been collaboratively developed, it does not require registration with NYSED. Please contact OVPAP for further information or to gain access to APAS (ovpap@columbia.edu).	X

Joint Degree Program	Joint degree programs are ones in which there is a mutually determined curriculum involving faculty from Columbia and an external partner institution. Students receive one or two degrees, issued jointly from Columbia and from the partner (domestic or international). In addition to requiring a University educational agreement, joint degrees must be managed through Columbia’s APAS system and they must be registered with New York State Department of Education. Please contact OVPAP for further information or to gain access to APAS (ovpap@columbia.edu)	X
Executive (Non-credit) Education	A number of Columbia schools offer “executive” (non-credit-bearing) educational programs for a variety of stakeholders. Executive (non-credit) education agreements are reviewed by the Office of the Vice Provost for Academic Programs. There are specific guidelines for such programs. For additional information, please visit: https://provost.columbia.edu/content/executive-non-credit-education	
Internships, clinical placements, practica, travel, and short-term, non-credit educational enrichment programs (excluding executive education)	At this time, internships, clinical placements, practica, travel, and short-term non-credit educational enrichment programs do not undergo the educational agreement review process led by Office of the Vice Provost for Academic Programs. Executive (non-credit) education agreements are reviewed by the Office of the Vice Provost for Academic Programs - see above for further information. Schools are responsible for developing such agreements in consultation with OGC and any other relevant offices (such as risk management) as the scope of the agreement dictates.	
Study Abroad	Study Abroad programs where Columbia students earn Columbia credits (taught by Columbia faculty through Columbia COI approved courses) do not need provostial reviewed, institutional level agreements. There may be other reasons for agreements to exist for these types of relationships (facilities, other services). Study abroad programs where Columbia students earn credits offered by another institution do need provostial reviewed, institutional level agreements.	
One-time, specific purpose – or Individual-Level Agreement	These agreements pertain to one-time research or educational initiatives by a single student or faculty member (or, on occasion, a small number of each) for a very specific purpose. Examples include: a graduate student travels to another country to carry out archival research for two weeks; a faculty member travels to another country as part of a collaborative research project. All such agreements are handled at the School level. They must be reviewed by OGC. Provost Office review is not required.	