



**Title: #V-18. Guidelines for Developing Program Agreements Between WVUP and External Agencies**

**Date: July 24, 2024** (replaces version dated July 6, 1992)

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The completion of agreements with outside agencies supporting specific academic programs requires approval by signature by appropriate representatives of WVU Parkersburg and the external agency. The following outline is suggested along with the proper sign-off sheet.

**AGREEMENT**

West Virginia University Parkersburg and \_\_\_\_\_, re: Joint Program in \_\_\_\_\_.

Purpose:

Effective Dates:

WEST VIRGINIA UNIVERSITY PARKERSBURG will:

- 1.
- 2.
- etc.

NAME OF COOPERATING AGENCY will:

- 1.
- 2.
- etc.

This agreement will be reviewed annually by the [Name of Program] faculty. Cancellation or modification of this agreement may occur at the request of either party at any time.

\_\_\_\_\_  
Program Director                      Date

\_\_\_\_\_  
(Title of Agency Dir.)                      Date

\_\_\_\_\_  
Dean for Academic Affairs                      Date

\_\_\_\_\_  
(Title of Agency Exec.)                      Date

\_\_\_\_\_  
Executive Vice President                      Date  
for Academic Affairs

\_\_\_\_\_  
Campus President                      Date  
WVU at Parkersburg

**Responsible Administrator: Executive Vice President for Academic Affairs, 304-424-8242**