Date

International Partnership Development Committee (IPDC)

The University of Texas at Dallas

800 W. Campbell Road

Richardson, TX 75080

Re: Student Exchange Program Agreement

Please allow this letter to signify that I have reviewed the Student Exchange Program Agreement (SEPA) proposal (attached) for the *School of XXXX* and can confirm that the proposal complies with the principles for establishing international partnerships, including university policies pertaining to the quality and integrity of academic programs offered at The University of Texas at Dallas (UT Dallas).

The SEPA is designed to exchange students with *Name of the Foreign Partner Institution*.

I appoint the following faculty / staff as UT Dallas i. sponsor and ii. program coordinator:

1. Name, UT Dallas title, UT Dallas e-mail
2. Name, UT Dallas title, UT Dallas e-mail

Attached to this letter of intent, you will find

1. The Student Exchange Program Agreement with Dean’s signature.
2. General description of the proposed agreement.

I request the review and approval of this SEPA proposal.

Sincerely,

XXXX, Dean XXXX, Program Head

School of XXXX

The University of Texas at Dallas