COST – THE CONSORTIUM FOR OVERSEAS STUDENT TEACHING  
(Established 1972)  

MEMORANDUM OF AGREEMENT  
TO PROVIDE OVERSEAS STUDENT TEACHING OPPORTUNITIES  

This agreement is made between and among the following Participating Institutions.  

Ashland University  
Auburn University  
Berry College  
Eastern Illinois University  
Grand Valley State University  
Kent State University  
Middle Tennessee State University  
Northern Kentucky University  
Ohio University  
Thomas More College  
University of Alabama  
University of Georgia  
University of Kentucky  
University of West Florida  
University of Wisconsin – River Falls  

1. The Participating Institutions agree to establish a consortium to send students to schools in overseas locations for their student teaching experience. The consortium shall be known as The Consortium for Overseas Student Teaching (COST). The Administrating University, responsible for coordinating placement requests of the Participating Institutions as of July 1, 2014, is Grand Valley State University.  

2. The Administrating University provides such services as maintaining communication between the Participating Institutions in the United States and the Placement Sites (overseas universities, colleges, and schools), handling scheduling of student teachers and supervising personnel, making all arrangements necessary for the continuance of the program, and other duties as determined by the Board of Directors. The Board of Directors may, at any time, substitute another participating Institution as the Administrating University.  

3. Each Participating Institution shall designate a COST Coordinator who will administer the program at the Participating Institution and serve on the COST Board of Directors, the Consortium’s governing body. Further, each Participating Institution agrees to support the Consortium by paying annual membership fees, expenses for the COST Coordinator to attend the annual COST Board of Director’s meeting, and other operating expenses incurred at the Participating Institution.  

4. The program will be self-supporting with all funds for its operation being generated by membership and program fees. Such fees, which are administered by the Administrating University, are to be paid by the Participating Institution according to the following fee structure:  

a. Annual Membership Fee: $1000.00 plus $150.00 for each student placed in that membership year (membership year shall be from July 1 – June 30).
b. Application Fee: In addition to the Annual Membership Fee as provided for above, a $150.00 Application Fee, separate and apart from the fees in part (a), shall be paid by the student at the time of application. This amount is not refundable unless a placement cannot be guaranteed within 60 days of departure (if the student withdraws at that time).

c. A Placement and Supervision Fee of $900.00 per student will be assessed to the Participating Institution by the Administering University for each student who participates in the program for any period up to ten weeks. $100.00 per week will be charged for each additional week up to a maximum of $1,200.00 per placement. (NOTE: Some overseas sites require that an additional fee be paid in addition to the standard placement and supervision fee which will be charged to the Participating Institution. See updated list of COST sites for specifics.)

d. Fees are subject to change in order to meet expenses as deemed necessary by the COST Board of Directors. These are generally decided upon at the Annual Meeting.

5. Students are responsible for paying their own travel and living expenses. Each Participating Institution is responsible for informing each participating student of this responsibility.

6. Students shall meet all prerequisites for student teaching at the Participating Institution where they enroll and any additional prerequisites for participating in overseas student teaching. Each Participating Institution is responsible for informing each participating student of this responsibility.

7. Students will register for credit, pay tuition, and receive their final grades from the Participating Institution where they have registered for credit. Under no circumstances can a student who is not a fulltime student at a Participating Institution be placed at a COST receiving site (e.g., no transient students from other institutions allowed).

8. It is understood that qualified personnel recommended by the COST Board of Directors will provide supervision of student teachers in the field. Receiving site COST coordinators, or their designees, will serve to supervise student teachers, provide evaluative feedback, and generally monitor the program in accordance with the expectations agreed upon with the COST Board of Directors.

9. Each Participating Institution COST Coordinator will participate in a site visit on a rotating basis. The number of visits is subject to change as deemed necessary by the Board of Directors and budgetary restrictions. Supervisory visits are paid for by COST funds, not those of the Administering University.
10. It is agreed that Participating Institutions may be added to the Consortium by action of the Board of Directors. It is further agreed that a Participating Institution may withdraw from the Consortium at the end of any fiscal year by giving notice to the COST Board of Directors. The Consortium may be dissolved at any time by action of the Board of Directors.

11. Each Participating Institution agrees to assume responsibility for its own students placed through the COST network. In addition, each party agrees to be liable for the acts and omission of its own officers, employees and agents engaged in the scope of their employment arising under this Agreement, and each party hereby agrees to be responsible for any and all liability, claims, costs, expenses or damages arising from any claim with respect to that party’s role in connection with this Agreement. In regards to Grand Valley State University, the parties agree that nothing in this provision shall be construed as a waiver of the sovereign immunity of Grand Valley State University and/or the State of Michigan. Similar provisions may apply to other state institutions in the COST network.

12. Dr. Sherie Williams will serve as the COST administrator at Grand Valley State University and as a member of the COST Board of Directors.
COST – THE CONSORTIUM FOR OVERSEAS STUDENT TEACHING

This agreement signed on behalf of (indicate):

Ashland University
Auburn University
Berry College
Eastern Illinois University
Grand Valley State University
Kent State University
Middle Tennessee State University
Northern Kentucky University
Ohio University
Thomas More College
University of Alabama
University of Georgia
University of Kentucky
University of West Florida
University of Wisconsin – River Falls

Member Institution Signatures

[Signatures]

Provost/Vice-President of Academic Affairs
Date

Contracting Officer, Procurement & Payment Services
Date

Dean, College of Education
Date

COST Representative
Date

Consortium for Overseas Student Teaching (COST)

[Signature]

COST Director, Grand Valley State University
Date