

## **ACUERDO BILATERAL**

**Clasificación: 77-2011**

**Fecha de Ingreso: 13 de febrero de 2012**

**Nombre del Acuerdo: Memorandum of Understanding between the General Secretariat of the Organization of American States, through the Department of Human Development, Education and Culture, and Rochester Institute of Technology Masters Program in Health System Management for the OAS Emergency Scholarship Program for Haiti.**

**Materia: Provide admission to start a Masters Program in Health Systems Administration in March 2012 and 2013 to one qualified candidate from Haiti per year.**

**Partes: SG/ Rochester Institute of Technology**

**Referencia: Rochester Institute of Technology**

**Fecha de Firma: 5 de octubre de 2011**

**Fecha de Inicio**

**Fecha de Terminación**

**Lugar de Firma:**

**Unidad Encargada: Department of Human Development, Education and Culture,**

**Persona Encargada:**

**Original**

**Claves**

**Cierres del proceso**

**MEMORANDUM OF UNDERSTANDING BETWEEN THE GENERAL SECRETARIAT OF THE  
ORGANIZATION OF AMERICAN STATES, THROUGH ITS DEPARTMENT OF HUMAN  
DEVELOPMENT, EDUCATION AND CULTURE, AND ROCHESTER INSTITUTE OF TECHNOLOGY  
MASTERS PROGRAM IN HEALTH SYSTEM MANAGEMENT FOR THE OAS EMERGENCY  
SCHOLARSHIP PROGRAM FOR HAITI**

The Parties to this Memorandum of Understanding ("MOU"), the General Secretariat of the Organization of American States (hereafter "GS/OAS"), a public international organization with headquarters in Washington, D.C., through its Department of Human Development, Education and Culture ("DHDEC"), and Rochester Institute of Technology (RIT), a privately endowed, coeducational university, in Rochester, New York,

CONSIDERING,

That the Parties entered into a cooperation Agreement in 2008, and share an interest in furthering the education of talented professionals from Haiti through scholarships provided under the OAS Emergency Scholarship Program for Haiti to pursue the RIT's recognized Master Degree Program in Health Systems Administration.

AGREE:

**I. THE PROGRAM**

1.1 RIT shall offer admission to start its Masters Program in Health Systems Administration in respectively March 2012 and March 2013 to one (1) qualified candidate from Haiti per year, as part of the partnership under this MOU. On successful completion of the Degree Program, the scholarship recipient shall receive a Master's degree and shall join the ranks of RIT's alumni.

1.2 The Program is a 2 year program that starts on March 12th, 2012 and shall be offered fully on-line.

1.3 To be considered for admission to the Masters Program, RIT shall consider only qualified candidates that have:

- A bachelor's degree at a regionally accredited college or university;
- At least 2 years of work experience;
- A cumulative GPA of 3.0 or above;
- A valid and satisfactory English language proficiency test score, which can be any of the following:
  - TOEFL: 550 (paper-based), 213 (computer-based), or 79-80 (Internet-based);
- Complete a phone interview with the program chair (for those without health care experience);
- Have the ability to work with basic computer tools (word processing, spreadsheets, etc.).

1.4 The Deadline to apply for admission to the program is October 15, 2011; the deadline to apply for an OAS Scholarship is October 15, 2011.

1.5 In order to access the online program, the following is required:

- Windows XP or Mac OS X
- 512 Megabytes (MB) of RAM
- 56k modem (broadband recommended)
- Internet Explorer 7.x, Firefox 3.x, or Safari 3.x

Online courses may have additional course specific requirements, such as:

- DVD player (capable of playing US DVDs, Region 1)
- At least 1 gigabyte (GB) available hard-drive space
- CD or DVD Drive for CD-ROM playback
- Sound card and speakers/headphones
- Webcam and/or microphone
- Additional Software
- Additional RAM

Word Processing (2007 +)

Adobe Acrobat (version Adobe Reader)

Power Point (2007 +)

Excel (2007 +)

Statistics Software (SPSS) Version 13

## II. THE SCHOLARSHIP

2.1. RIT shall cover 100% of the tuition cost of one OAS-RIT scholarship recipient registered in the program. The tuition is inclusive, covering costs of application fee, program design, instruction, and access to the program website, discussion boards, and university fees.

2.2. OAS/GS shall cover the cost of books of the OAS-RIT Scholarship Recipient. Once the recipient is awarded the scholarship, RIT will provide OAS/GS information on the books that the scholarship recipient will need for the entire program estimated at US\$3,300. GS/OAS shall purchase and ship the books to the scholarship recipient.

2.3 Applicants will be informed in the announcement of the OAS-RIT scholarship opportunity that: (i) they have to complete the OAS-RIT scholarship application form and required documents as well as the University's online application form once selected for a scholarship; (ii) they must submit a satisfactory TOEFL test score; and (iii) they are responsible for paying the Examination fee for the English Proficiency Test.

### **III. SCHOLARSHIP SELECTION AND FOLLOW UP**

3.1. The GS/OAS shall select the scholarship recipient through its recruitment and selection process outlined in the corresponding scholarship announcement. The GS/OAS shall forward the list of eligible candidates to RIT along with scanned copies of the original application documents (original transcripts, certified copies of diploma of highest degree and other application requirements, taking into account RIT admission requirements).

3.2. RIT shall inform GS/OAS whether it agrees with the selected scholarship recipients within five (5) business days. RIT and GS/OAS shall work until an agreement is reached. Only applicants that have been offered admission to the above-mentioned Masters Program by RIT and who meet the additional scholarship selection criteria shall be considered for the OAS-RIT scholarship.

3.3. The OAS shall submit the name of the scholarship recipient to RIT no later than December 1, 2011.

3.4. The University shall inform the DHDEC:

- as soon as the on-line tutors and / or lecturers notice that OAS scholarship recipient's academic performance becomes less than satisfactory or that he/she becomes unresponsive;
- at the end of each academic semester, of each Scholarship Recipient's academic progress, provided that the Scholarship Recipient has signed the appropriate consent form, giving RIT permission to communicate directly with GS/OAS regarding the student's academic performance, which is a condition imposed by GS/OAS to receive an OAS-RIT Scholarship. GS/OAS agrees to provide such signed forms to RIT in a timely manner.

3.5. The University shall also review the progress of the Scholarship Recipient after one year in the program and shall promptly inform the OAS in writing regarding any changes to the Scholarship Recipient's eligibility to remain in the program.

3.6. RIT shall promptly inform GS/OAS if the OAS scholarship recipient does not start or drops out of the program. RIT shall also inform GS/OAS once the scholarship recipient has successfully completed the Masters Program. RIT shall also share its evaluation reports of the above-mentioned on-line Master's Degree Program with the GS/OAS.

### **IV. OAS COMPUTER CENTER AT ECOLE SUPERIEURE D'INFOTRONIQUE D'HAITI ("ESIH")**

4.1 To assure that OAS scholarship recipients that do not have their own computers and internet access in Haiti can benefit from the scholarship opportunities to pursue the Master Program, GS/OAS shall establish a computer center at ESIH in Haiti with at least 20 - up to 80 computers and shall cover the internet cost for the three year duration of the OAS Emergency Scholarship Program for Haiti.

## V. COORDINATION AND NOTIFICATION

5.1 The GS/OAS area with responsibility for coordinating GS/OAS activities under this MOU is the Department of Human Development, Education and Culture and the Coordinator is Jeanelle van GlaanenWeygel, Senior Specialist. Notifications and communications shall be forwarded to the Coordinator at the following address, fax number, and e-mail address:

OAS General Secretariat  
Department of Human Development, Education and Culture  
1889 F Street, N.W.  
Office 611  
Washington, D.C. 20006  
United States of America  
Tel.: (1-202) 458-3890  
Fax: (1-202) 458-3897  
E-mail: [jvanglaanenweygel@oas.org](mailto:jvanglaanenweygel@oas.org)

5.2. The Enrollment Management and Career Services at RIT responsible for coordinating RIT's activities under this MOU. The Coordinator is Diane Ellison, Assistant Vice President, of the Enrollment Management and Career Services, at:

Rochester Institute of Technology  
Enrollment Management and Career Services  
58 Lomb Memorial Drive  
Building 77, Room 1241  
Rochester, NY 14623  
United States of America  
Phone: 585-475-7284  
E-mail: [dmegees@rit.edu](mailto:dmegees@rit.edu)

5.3 All communications and legal notices pertaining to this MOU must be sent by one Party's Coordinator and received by the others, at the corresponding building address, fax, or e-mail address specified above. Either party may modify its choice of Coordinator and the corresponding coordinates by giving advanced written notice to the other.

## VI. GENERAL PROVISIONS

6.1. The Parties shall first try to resolve any dispute between them under this MOU through negotiations. If those negotiations are unsatisfactory, then either Party may submit the dispute for final and binding arbitration before the American Arbitration Association in accordance with its Rules of Procedure, or before any other arbitration authority and in accordance with other Rules of Procedure to which they agree in writing. The place of the arbitration shall be Washington, D.C., or such other place as they agree to in writing and the language of the arbitration shall be English. Nothing in this MOU expressly or implicitly waives the privileges and immunities of the Parties or of their personnel.

6.2. The Parties do not assume responsibility regarding the acceptance of the courses in Haiti for any purpose, including, but not limited to, university course credit or professional qualification. The Parties shall make this clear in their promotional materials for the course.

6.3 Without prejudice to Article 3.2 above, neither Party shall be liable for an OAS-RIT Scholarship Recipient's debt or financial obligations to the other.

6.4. This MOU shall enter into force as of the date of signature by the authorized representatives of the Parties and shall remain in force until March 31, 2014, subject to article 6.6 below.

6.5. The Parties may modify this MOU by way of a writing signed by the duly authorized representatives of both, dated, and attached hereto.

6.6. This MOU may be terminated by written agreement signed by the parties, or may be terminated unilaterally by either Party without cause upon no less than 30 days' prior written notice to the other; however, if terminated unilaterally, this MOU shall remain in force until the termination date stated in article 6.4 above with respect to all OAS Scholarship Recipients who as of the date the notice is given, have already been officially notified of their selection as OAS Scholarship Recipients for the programs for the 2011 academic year.

SIGNED by the duly authorized representatives of the Parties in duplicate originals at the place and on the date indicated below:

For the General Secretariat of the Organization of American States



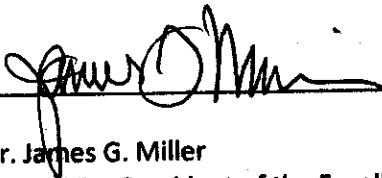
(Date)

08/25/2011

Maria Levens

Director, Department of Human Development, Education and Culture

For the Rochester Institute of Technology:



(Date)

08/25/2011

Dr. James G. Miller

Senior Vice President of the Enrollment Management and Career Services



17th St. & Constitution Avenue N.W.  
Washington, D.C. 20006  
United States of America

# Memorandum

Organization of American States

P. 202.458.3000  
www.oas.org

## DELEGATION OF AUTHORITY

MEMORANDUM OF UNDERSTANDING BETWEEN THE GENERAL SECRETARIAT OF THE ORGANIZATION OF AMERICAN STATES, THROUGH THE DEPARTMENT OF HUMAN DEVELOPMENT, EDUCATION AND CULTURE AND ROCHESTER INSTITUTE OF TECHNOLOGY

I, Jorge Saggiante, acting Executive Secretary for Integral Development of the Organization of American States ("OAS"), hereby authorize Ms. Maria Levens, Director of the Department of Human Development, Education and Culture to sign the above-referenced Agreement on behalf of the General Secretariat of the OAS.

This delegation of authority expires on the 31st day of August 2011.

A handwritten signature in black ink, appearing to read "Jorge Saggiante", written over a horizontal line.

Jorge Saggiante  
Acting Executive Secretary for Integral Development

Place: Washington DC

Date: 2011-08-25