

Memorandum

To: Samuel Stanley, Jr. M.D., President

VIA: Eric Kaler, Ph.D., Provost and Senior Vice President for Academic Affairs

From: William Arens, Ph.D., Dean International Academic Programs

Subject: Nihon University

Date: December 4, 2009

Attached are two copies of three distinct agreements in both English and Japanese: Agreement of Cooperation, Student Exchange Agreement, and Joint Degree Program. This is an important cooperative relationship for us given the amount of students Nihon University sends to our Intensive English Center. In addition SBU students are hosted by Nihon for a summer study abroad program.

We request these to be signed by President Stanley and returned to our office at your nearest convenience.