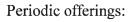
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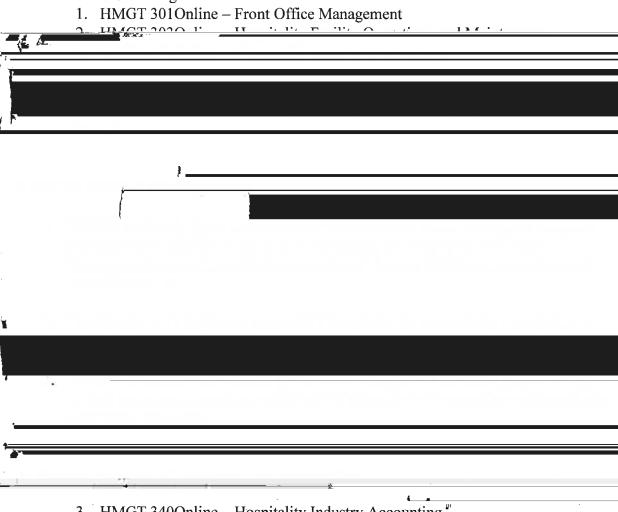
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MEMORANDUM OF UNDERSTANDING BETWEEN THE UNIVERSITY OF A CEAR 1919 B (UNIDER) CHILDED PROFILED B 15 EN-UD 167-DER TREATMENT OF





3. HMGT 340Online – Hospitality Industry Accounting



be responsible for awarding, managing, and reporting all applicable federal, state, institutional, and other financial aid.

- b. NDMU will be billed directly by UMES at the established part-time in-state or out-of-state rates for UMES tuition and fees prevailing at the time of course registration through a submitted invoice that indicates the student's name and the course(s).
- c. NDMU will submit directly to UMES, within 30 days of receiving each invoice, payment of the requested amount on the invoice, pending confirmation of student enrollment in the course for which the billing has occurred.
- d. The student will receive the financial aid package and award through NDMU.
- e. UMES and NDMU agree to use the process outlined in Appendix A related to billing of NDMU students

5. Term and Renewal

- a. This MOU shall have an initial term of one (1) year beginning on August 1, 2018. Unless terminated pursuant to the terms outlined below, this MOU is self-renewing and the program will renew each year for five years. At the end of the fifth year, a new program MOU will be signed if both parties desire that the partnership continue.
- b. The institutions agree to review the MOU and all appendices on a biennial basis or sooner, if needed.

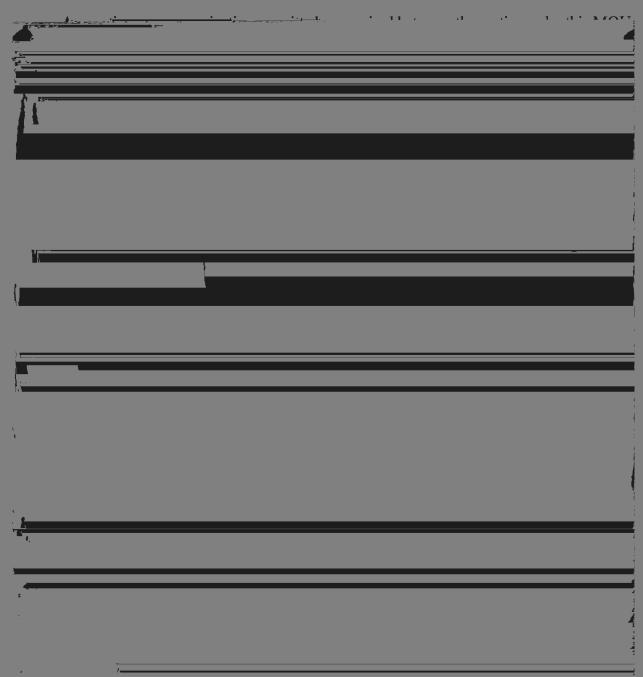
	c	Modification of this agreement must be made between the institutions in writing and	
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signed by all parties, and incorporated by reference into this document.

6. Termination Clause

- a. Either party may terminate this Agreement at the end of the initial term or during a renewed term by giving the other party at least one (1) year prior written notice.
- b. This MOU may be terminated by either party at any time due to a material default of its terms by the other as long as the default has not been cured within a ninety (90) day period from written notice of the default.

7. General Provisions



shall be made to:

If to the University of Maryland Eastern Shore:

Dr. Kate Brown Interim Dean, School of Business and Technology (410) 651-7596

If to Notre Dame of Maryland University:

Dr. Dehra Franklin

IN WITNESS WHEREOF, the parties hereto for themselves, their successors and assigns have set their hand and seal on the day and year first above written.

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NOTRE DAME UNIVERSITY OF MARYLAND

UNIVERSITY OF MARYLAND EASTERN SHORE

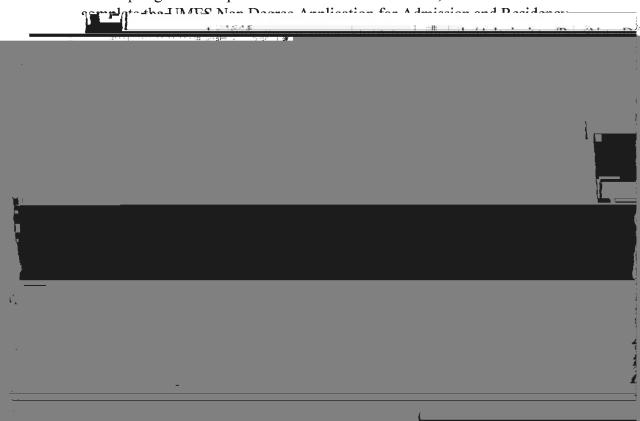
B. Bell. Ph.D. Ph D Marv President President D. Whitehead, Ph.D S. Sharon , Ph.D. Interim Provost and Vice President for Interim Provost and Vice President for Academic Affairs Academic Affairs Ph.D. Debra Franklin, Ph.D. Dean, School of Arts, Sciences, and Business Interim Dean, School of Business and Technology 6 20/8 26 2018 Date:

Date:

Appendix A. Admissions, Registration, and Billing Detail

1. Admission – Student Cohorts Enrolling at UMES in the Fall

a. In the spring semester prior to fall enrollment at UMES, NDMU students must



Information Form (

- . NDMU students will not be required to submit an application fee.
- However, they must use their NDMU e-mail address on the application.
- b. NDMU is to collect all non-degree applications and residency forms.
- c. NDMU is to complete the Hospitality Course Collaboration Semester Student File with the following information for each student:
 - i. Name (first and last)
 - ii. New student status (yes/no)
 - iii. Non-degree application included (yes/no)
 - iv. Residency form included (yes/no)
 - v. Term and year
 - vi. UMES course prefix and course number
- d. NDMU to send completed file as well as all completed non-degree applications and residency forms in a password-protected PDF file to Dr. Kate Brown via e-mail.

4. Billing and Student Accounts

- a. After the NDMU students have been registered for the identified course, the Office of the Registrar will send the UMES Comptroller's Office the Hospitality Course Collaboration Semester Student File.
- b. The Comptroller's Office will generate a billing roster after the UMES enrollment

