

IMPLEMENTATION AGREEMENT

BETWEEN

[FOREIGN INSTITUTE]

AND

[CHINESE INSTITUTE]

FOR THE DEVELOPMENT OF THE CONFUCIUS INSTITUTE

AT [FOREIGN INSTITUTE]

In accordance with the desire to achieve a healthy operation and sustainable development of the Confucius Institute at [Foreign institute], and in consideration of the Agreement Between Confucius Institute Headquarters (“Headquarters”) And [Foreign institute] For The Establishment of The Confucius Institute At [Foreign institute], [Foreign institute] and [Chinese institute] hereby enter into the following implementation agreement.

I. AIM

The aim of this agreement is to guarantee the healthy operation and the sustainable development of the Confucius Institute at [Foreign institute].

II. MEMBERS OF THE BOARD OF ADVISORS

CHAIR

VICE-CHAIR

DIRECTORS

III. OBLIGATIONS OF THE BOARD OF ADVISORS

1. To shoulder the responsibility for the operation of the Confucius Institute.
2. To make the implementation plan stipulated in ARTICLE 4 of the agreement between Headquarters and [Foreign institute].
3. To formulate or approve the curricula of the teaching programs run by the Confucius Institute.
4. To formulate or approve the recruitment plan of all the programs run by the Confucius Institute.
5. To formulate or approve the financial plan of the Confucius Institute.
6. To appoint Dean and 2 Deputy Deans of the Confucius Institute. Dean should be the professor from [Foreign institute] with administrative abilities, and has been devoted to the Chinese language and cultural exchange program and the establishment of the Confucius Institute. Deputy Dean should be assigned by [Chinese institute], and should be qualified in English, Chinese Culture, management and coordination

abilities. The Dean is responsible to the Board of Advisors.

7. To organize Dean's Office so that all the policies and decisions by the Board of Advisors can be carried out. The office consists of director and staff. The number of employees is determined by agreement according to need.

IV. MECHANISM OF THE BOARD OF ADVISORS

1. Establishing communication between Chair and Vice-Chair of the Board of Advisors, and between Dean and Deputy Dean.
2. Convening Board of Advisors Meetings at least one time annually, and making important policies and decisions on the operation and development of the Confucius Institute.
3. Submitting Confucius Institute's annual plans and fiscal year summaries to [Foreign institute], Headquarters and [Chinese institute] in May every year.
4. Discussing with Headquarters on the solutions when there are some problems or difficulties in the operation of the Confucius Institute.

V. SUPPLEMENTARY CLAUSES

RESPONSIBILITIES OF [CHINESE INSTITUTE]

1. To provide one or two visiting scholars/instructors on Chinese language and culture each year.

2. To provide textbooks, reference materials, and audio-visual materials.
3. To receive the students study group from the Confucius Institute. [Chinese institute] should assign instructors to help them with their study and practice. The expenses incurred would be covered by the Confucius Institute.
4. To decide the themes of the academic reports and the implementation plans through discussion with the board of Advisories.

RESPONSIBILITIES OF [FOREIGN INSTITUTE]

1. To provide apartments and offices with necessary facilities for the Chinese instructors when they work at the Confucius Institute.
2. To be responsible for the transport for the instructors and the related personnel from [Chinese institute] between [Foreign institute] and the airport.
3. To undertake the marketing of the programs run by the Confucius Institute.
4. To hold the academic activities relating to the Confucius Institute.

VI. Financial Support

1. The fund of the Confucius Institute consists of four parts:

- 1) Support from [Foreign institute];
 - 2) Support from Headquarters;
 - 3) Tuition fee from the programs of the Confucius Institute;
 - 4) Donation from the community.
2. The Confucius Institute should submit yearly budget report and yearly settlement report to [Foreign institute], Headquarters and [Chinese institute] at the beginning of each academic year.
 3. Incomes generated from the Confucius Institute should be used to support the operation expenditures and the development and expansion of the Confucius Institute.

VII. Agreement Language

This Agreement is written in both Chinese and English. Each version shall have the same effect. Each party shall keep the two versions for reference.

Signed for and on the behalf of

[FOREIGN INSTITUTE]

Date

Signed for and on behalf of

[CHINESE INSTITUTE]

Date