

Version : 01/2016

Effective Date: January 2016

**Office of International Affairs (IO)**

Write-up of the Collaborating Institution

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| **No** | **Details** | **Remarks** |
| 1 | Introduction | * Background of the Institution * History of establishment * Location |
| 2 | Governance of the Institution | * Management Structure * Public, Private or Foundation Funded |
| 3 | Philosophy, vision and mission of the Institution |  |
| 4 | Facts & figures of the Institution | * Ranking (world, regional and national) * Any recognition by governing and professional bodies * No of Faculty/School/Department * Current population (students & staff) * Major publication * Notable researches & researchers * Focus/niche areas |
| 5 | Areas of Collaboration |  |
| 6 | Contact details | * Contact person * Full address * Phone number * Email address |
| 7 | Contact details (IIUM Champion – Focal person) | * Contact person * Full address * Phone number * Email address |
| 8 | Value/Impact of the Collaboration |  |