



**DEPARTMENT OF THE ARMY
INSTALLATION MANAGEMENT COMMAND
HEADQUARTERS, UNITED STATES ARMY GARRISON FORT LEAVENWORTH
290 GRANT AVENUE UNIT 1
FORT LEAVENWORTH, KANSAS 66027-1292**

MEMORANDUM OF UNDERSTANDING

BETWEEN

THE U.S ARMY GARRISON FORT LEAVENWORTH

AND

UNIVERSITY OF KANSAS

FOR

EDUCATIONAL SERVICES

AGREEMENT NUMBER IM-W6B7AA-25-002-S

This is a Memorandum of Understanding (MOU) between the United States Army Garrison (USAG) Fort Leavenworth and the University of Kansas. When referred to collectively, the USAG Fort Leavenworth and the University of Kansas are referred to as the "Parties".

1. **BACKGROUND:** In order to maintain effective combat force readiness, Headquarters, Department of the Army (HQDA) is committed to raising the education level of its personnel by providing an opportunity for graduate courses leading to a master's degree or parts thereof. Master's-level programs provide Service Members with the opportunity to attain educational objectives and enhance their job skills training. These objectives coincide with the purpose of the institution, which is to provide comprehensive education programs to prepare graduates for productive careers and responsible citizenship. These programs play a major role in support of recruiting and retaining the U.S. Army's all-volunteer force. The programs offered by the University of Kansas support the educational needs as determined by the Education Service Officer's (ESO) educational needs assessment. Changes to the programs governed by this agreement must be coordinated and approved by the Garrison Commander, Fort Leavenworth or designated representative.

2. AUTHORITIES:

2.1. Department Of Defense Instruction 1322.25, dated 15 March 2011
(Incorporating Change 4, Effective 2 April 2020).

2.2. Department of the Army Regulation (AR) 621-5.

2.3. Department of the Army Regulation 5-9, Installation Agreements, 17 April 2018.

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3. PURPOSE AND SCOPE: The purpose of this MOU is to formally recognize the partnership between the University of Kansas and the USAG Fort Leavenworth in providing educational services to potential or enrolled students on the installation. The Education Services Officer (ESO) is the representative to the Garrison Commander, Fort Leavenworth, for the Army Continuing Education System (ACES) and is the point of contact for all matters within the jurisdiction of this MOU. The area of responsibility for this MOU includes all classes provided by the University of Kansas on the Fort Leavenworth military reservation under this MOU.

4. UNDERSTANDING OF THE PARTIES

4.1. The USAG Fort Leavenworth –

4.1.1. Shall maintain a continuing liaison with the designated University of Kansas Director and be responsible for inspections and the acceptance of the University of Kansas services.

4.1.2. Will assist the University of Kansas Assistant Vice Chancellor, National Defense Initiatives in providing military and Army culture orientation to the University of Kansas personnel.

4.1.3. Only publicize and promote the University of Kansas and other MOU schools using installation media outlets such as: the post newspaper, an education newsletter, daily bulletins, handouts, Commanders' calls, NCODPs, counselor outreach, etc.

4.1.4. Schedule regular meetings with the University of Kansas Education Program Manager to discuss problems, pertinent issues, and concerns relating to program operation. At a minimum, meetings will be facilitated on a quarterly basis.

4.1.5. Keep the University of Kansas informed of installation policies, guidelines, and situational conditions which could affect class attendance or the University of Kansas' ability to perform under this MOU.

4.1.6. Facilitate Soldier access to electronically initiated Army tuition assistance (TA), as authorized by DoD Policies and AR 621-5, for classroom or online instruction in courses offered and listed by the University of Kansas for authorized degrees. All courses offered as part of this MOU must comply with AR 621-5 concerning formal degree plans, which lead to the educational goals of individual Soldiers, as recorded electronically in the Soldier's file in ArmyIgnitED.

4.1.7. Provide hands-on help to Soldiers in accessing, navigating, and utilizing the ArmyIgnitED system to enroll for Army TA, counsel and coach Soldiers in issues with ArmyIgnitED, and escalate justifiable requests for exception to policy.

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4.1.8. Fort Leavenworth will provide, at no cost to the University of Kansas, reasonable classroom space to accommodate all students enrolled in the University's on-post academic programs. The ESO will solicit input from the University concerning classroom requirements and will provide all accommodations subject to the available resources. The University of Kansas and the ESO will jointly determine the adequacy of these facilities. University representatives must ensure their faculty maintains an appropriate learning environment consistent with Fort Leavenworth and applicable education division policies.

4.1.9. Monitor program educational quality, through student interviews, teacher/student evaluations, and class visits conducted IAW Attachment A (or approved college evaluation form).

4.1.10. Mediate for students in questions of academic honesty, instructor fairness, or college policies. This provision does not violate the academic freedom of schools receiving federal funds and operating on a military installation.

4.1.11. Assist in obtaining temporary passes/vehicle registration for University of Kansas faculty, students, and administrative personnel as required by Fort Leavenworth regulations.

4.1.12. Provide appropriate counseling (academic advising) to all Fort Leavenworth personnel before each course registration, regardless of method of payment.

4.2. The University of Kansas will –

4.2.1. Provide regular and reasonably accessible academic support services to new and previously enrolled military students, family members, and civilians consistent with existing University of Kansas policies.

4.2.2. Adopt the ArmyIgnitED processes: ArmyIgnitED is the Army Continuing Education System (ACES) centralized and streamlined management system for the Army's postsecondary voluntary education programs. Existing DoD MOA or Tri-Services contracts or other contracts that Institutions may have with military installations and ACES remain in place and should be supplemented with DoD Instruction 1322.25 AR Regulation 621-1.

4.2.3. Comply with the ArmyIgnitED processes for enrollment and invoicing: Vantage Point or ArmyIgnitED Academic Institutions portal (<https://aiportal.army.mil>) is the Army Credentialing and Continuing Education Services for Soldiers (ACCESS) centralized and streamlines management systems for the Army's postsecondary voluntary education programs for grades, reports, library references etc.

4.2.4. Provide the following academic programs:

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4.2.4.1. Master of Science in Business with a concentration in Supply Chain Management and Logistics

4.2.4.2 Master of Arts in Global and International Studies (Interagency Studies Track)

4.2.4.3. Master of Business Administration (MBA)

4.2.4.4. Master of Public Administration (MPA)

4.2.4.5. Master of Organizational Leadership (MOL)

4.2.4.6. Master of Engineering in Project Management

4.2.4.7. Master of Science in Homeland Security: Law and Policy

4.2.4.8. Graduate Certificates:

4.2.4.8.1. Public/Non-Profit Management

4.2.4.8.2. Homeland Security: Law and Policy

4.2.4.8.3. Performance Management.

4.2.5. Prohibit the use of unfair, deceptive, and abusive recruiting practices related to services provided under this MOU. Present and advertise on-post courses/degree programs limited to those listed in this MOU, unless additions are authorized in writing by the ESO.

4.2.6. Designate a single point of contact (POC) authorized to address and expedite resolutions of all problems relevant to the conduct of the University of Kansas' program on Fort Leavenworth under the terms of this MOU. The POC will, whenever possible, quickly resolve problems concerning courses, registration, bookstore, student services, student records, student support, distance learning, billing, evaluations, financial aid, recurring reports, annual audit, and all other areas relevant to the execution of the terms of this MOU. Areas that cannot be readily resolved by the POC will be referred to other appropriate individuals at the University of Kansas for resolution. Reports on problem resolution will flow back through the POC. This provision does not preclude the ESO from working with others on campus directly to affect the required resolution if the situation so warrants, but said ESO shall keep POC advised on the discussion and work with others on campus.

4.2.7. The University of Kansas will adhere to the standards of quality, related to the subject matter governed by this MOU that are, established by the school, state, accrediting agencies, and HQDA. The institution will also participate in the third-party

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assessment initiative. The third-party assessment handbook will be provided and updated periodically under separate cover. The purpose of the third-party assessment is to provide a vehicle for the evaluation and continual improvement of on-post education programs.

4.2.8. Provide the ESO with teacher/student evaluations for all courses at the end of each term IAW Annex A (or an approved college evaluation form) (as requested).

4.2.9. Determine the number of faculty members, academic advisors, directors, and clerical personnel based on enrollments and current educational practice.

4.2.10. Upon request, the ESO will be provided a listing of faculty providing service under this MOU and their qualifications prior to each academic year or term.

4.2.11. Ensure the tuition rate for the on-post program is no higher than the rate charged for similar on-campus programs.

4.2.12. Acceptance for admission to courses and programs all academically qualified personnel subject to the University of Kansas policy. Upon successful completion of provisional status by a student, the University of Kansas shall evaluate graduate credit hours of "B" or better earned through another accredited institution. No more than a total of six to nine (6-9) graded graduate credit hours from the Command and General Staff College will be accepted for transfer into a University of Kansas degree program offered under this MOU.

4.2.13. Provide information to students about the financial cost of attendance at the University of Kansas so students can make informed decisions concerning their attendance. Publish an institutional tuition refund policy. The tuition refund policy is included in the University of Kansas' Policy Library (<https://policy.ku.edu>), which is identified in the University of Kansas' catalog.

4.2.14. Award resident credit for all University of Kansas on-post courses. No main campus credits shall be required for completion of any program covered under this agreement.

4.2.15. Organize classes offered under this MOU during normal off-duty hours, unless written authority is given by the ESO for daytime classes. For the classes offered under this MOU, enroll military and family members as first priority, and enroll all others on a space available basis, in accordance with AR 621-5. Register students on an ongoing basis over a sufficient period of time. Consider cancelling classes for low enrollment only when there are nine students or fewer enrolled in a course. A discussion with the ESO must take place prior to class cancellation.

4.2.16. Provide qualified instructors, administrators, and support staff to conduct a professional program and provide appropriate student services. Ensure that all

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courses given are authorized by this MOU, meet the standards, content, level, and contact requirements of the school's accrediting body, fulfill semester-hour parameters, and are taught by fully certified instructors. Furnish necessary office supplies and any special laboratory equipment, tools, or technology needed to conduct authorized classes.

4.2.17. Monitor the professional and ethical behavior of instructors and staff consistent with the University of Kansas policies. Ensure that all school employees entering Fort Leavenworth abide by Army and IMCOM regulations and the policies of the installation commander. Initiate appropriate necessary corrective action. This clause is not intended to infringe on the academic freedom of either instructors or schools.

4.2.18. Submit all on-post advertising and publicity items concerning the Fort Leavenworth programs to the ESO for review prior to publication. Provide class schedules for ESO review two weeks before advertising and submit to the ESO an annual projected schedule of classes before the beginning of the fiscal year. Advise the ESO of any change or deletion of scheduled offerings. Understand that on-post classes not previously approved may not be provided a classroom.

4.2.19. Conduct classes in areas assigned by the ESO. Monitor and take corrective action to ensure all areas utilized are left in a neat, orderly state with all furnishings and materials in original order. Ensure that the trash from all classes is in appropriate reticles. Understand that instructors who permit classes to leave rooms in disarray or who fail to place trash in the dumpster may be denied classroom space.

4.2.20. Provide the ESO the appropriate portion of the enrollment report at Annex B, no later than the end of the third week of classes. Project estimates earlier if a necessity exists. Provide a progress report by 15 May of each year concerning credentials earned during the FY.

4.2.21. Provide all students every reasonable means of making up work missed due to military duties, illness, or personal crisis. State time limits and criteria for satisfactory completion for Service Members with grades of "incomplete".

4.2.22. Provide a certificate, diploma, or degree to students meeting school requirements, and provide, at a minimum, a yearly graduation ceremony consistent with school policies, which may be in collaboration with other member colleges. Since the University of Kansas main campus is less than two (2) hours away from Fort Leavenworth, all program graduates will have the opportunity to participate in commencement exercises at the University of Kansas.

4.2.23. Make available to the student the tools to procure all necessary textbooks, related materials, and equipment for student use. The University of Kansas will ensure textbooks and course materials (other than those provided by the U.S. Army)

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are available to student through an ordering system at prices consistent with on-campus rates. Students who have purchased books from the University of Kansas bookstore may sell back their used textbooks directly to the bookstore and will be responsible for making arrangements to do so.

4.2.24. Remind students wishing to use military TA for their courses that application must be made within any window set by their specific service (i.e. ArmyIgnitED). Advise students that TA will not be granted for students attempting to register after enrollment closes.

4.2.25. Notify the ESO and local media (consistent with existing University of Kansas policies) when classes or activities are cancelled or postponed because of emergency or weather conditions.

4.2.26. Pay the costs of accrediting association visits to the school's local and on-post program. Notify the ESO of any scheduled State Approving Authority (SAA), Veterans Administration (VA), accrediting agency, or other staff visits at least 10 days in advance whenever possible. Report the results of any inspection/review of program on Fort Leavenworth conducted by SAA, VA, or accrediting agencies and provide the ESO copies of the resulting reports.

4.2.27. To the extent allowed by law, release and waive all claims against the United States Army, its agents, officers, and employees, arising out of the use of Fort Leavenworth facilities, equipment, supplies, and services. Subject to the terms, limitations, and conditions of the Kansas Tort Claims Act (K.S.A. 75-6101, et seq.) the University of Kansas shall take responsibility for injury, loss, or damage to persons or property solely from willful misconduct of the University of Kansas employees associated with their services the University of Kansas is providing under this MOU. The parties agree that said acceptance of responsibility shall not be deemed either (i) a contractual obligation to indemnify, defend or hold harmless USAG Fort Leavenworth or any third-party, or (ii) a waiver of any defenses or immunities afforded to the University of Kansas under applicable laws.

4.2.28. Suspend, postpone, or cancel classes in the event of mobilization or other emergency, as defined by the installation commander. Develop a plan to ensure students are treated in the same manner as other University of Kansas students as a result of this action.

4.2.29. Sign and conduct operations IAW DoDI 1322.25 with Change 4, as a condition of approval of Service Member students to receive TA to attend their institution.

4.3. Mutual agreements between both parties-

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4.3.1. It is mutually understood that the following general provisions concerning educational services offered under this MOU will be adhered to by both parties.

4.3.2. The institution recognizes that DoD and Army regulations prohibit the offering of classes on the installation without a valid MOU signed by all parties.

4.3.3. Academic institutions providing on-post courses or degree programs may provide academic program support (i.e. scholarships, internships for students to work in education centers, on-line or face-to-face tutorial services, and no-cost instruction in locations such as classrooms, Army Learning Centers/Multi-use Learning Facilities, computer laboratories, or academic skills centers). Academic support will be available to all military students, their families, and others.

4.3.4. The University of Kansas and Fort Leavenworth make no commitment on the specific number of military students, the availability of TA, or the continuing availability of students entitled to in-service VA education benefits.

4.3.5. Active-duty military students will be afforded the same registration priority whether payment is through TA or other means (VA, self-pay, etc.). Fort Leavenworth agrees to allow students other than those on active duty the right to participate in the University of Kansas program providing Fort Leavenworth security and essential mission commitments permit, and Fort Leavenworth pass/ID requirements are satisfied. The institution agrees that its employees/ students will honor all requirements established as a condition for entry to Fort Leavenworth.

4.3.6. The University of Kansas acknowledges its responsibility to comply with DoD and installation access policies. All faculty and administrative personnel requiring access to the installation/facility shall comply with all personal identity verification requirements as directed by DoD, HQDA, and/or local policy. The institution shall ensure that all employees performing tasks on the installation shall provide all information required for background checks to meet installation access requirements. DoD installation access of non-DoD and non-installation personnel is at the discretion of the installation commander. Access once provided can be revoked at any time due to military necessity or due to conduct that violates DoD installation rules or policies.

4.3.7. Employees or students without a DoD-approved identification card will request sponsorship using the Local Access Credential (LAC) application. Colleges will ensure these applications are complete and provide them to the ESO for submission. There is no charge to the University or employees for this credential. Requests must be submitted a minimum of ten working days prior to date access is planned. Un-cleared personnel will, in the absence of an approved waiver, be denied unescorted access to Fort Leavenworth. Should the above-mentioned checks contain credible derogatory information indicating that the individual may present a threat to the good order, discipline, or health and safety on the installation, they will be denied access. Such derogatory information includes but is not limited to that provided within Enclosure 2,

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Army Directive 2014-05 (Policy and Implementation Procedures for Common Access Card Credentialing and Installation Access for Un-cleared Contractors), which is available to the public at the following website: <https://armypubs.army.mil>.

4.3.8. Admission of candidates to the University of Kansas programs will be at the sole discretion of the University. Priorities for enrollment are active-duty military personnel, Reserve and National Guard personnel, adult family members, DA and DoD employees, other federal employees, and veterans; all may participate in the voluntary education service program. In the event it becomes necessary to restrict access to the program and accompanying services, the above order of priority applies. Members of the community may participate on a space-available basis according to the Fort Leavenworth policy at that time. This priority enrollment system will apply only to early and regular registration. Thereafter, registration for Fort Leavenworth classes will be on a first-come, first-serve basis. Within the stated order of priority, students who have matriculated with the university will have enrollment priority over non-matriculated students.

4.3.9. Neither Fort Leavenworth nor the University of Kansas will discriminate against participants because of race, religion, national origin, age, sex, or physical handicap (where the handicapped person is otherwise qualified).

4.3.10. Maximum class size will be 45 unless the applicable classroom cannot accommodate that many students. Classes over 45 will be split into two separate and equal sections of the same class. The ESO will determine the adequacy of the facilities for this purpose. Classes with fewer than 10 students may be canceled at the discretion of the University, in coordination with the ESO. The University of Kansas will endeavor to offer the class by individualized instruction to students needing the class for graduation, subject to the availability of instructors.

4.3.11. The ESO is responsible for documenting and formally advising university officials whenever questionable situations are observed relative to compliance with the minimum benchmarks established by this MOU, DoD criteria set forth in AR 621-5, third party assessment standards, and the appropriate regional accrediting associations. The ESO will be advised of and involved in resolution of all unresolved situations. The ESO, the University POC, and designated the University of Kansas on-campus officials will confer as needed until resolution occurs.

4.3.12. Compliance with the DoD joint ethics regulation is required if Fort Leavenworth personnel (active-duty military or DoD civilians) are considered for employment by the University of Kansas. Questions regarding the applicability of the joint ethics regulation for such employment will be referred to the Fort Leavenworth Staff Judge Advocate for determination.

4.3.13. Proposed changes to the MOU will be provided to participating colleges at least 60 days before the intended effective date, unless a command policy, regulatory

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requirement, or inspection/reporting necessity exists. Schools may meet with the ESO to consider, respond and discuss the draft version prior to preparation of the final document for signature.

4.3.14. This MOU may be terminated by either party, at any time, with 180 days written notice to the other party. In the event war or other matters beyond the control of Fort Leavenworth prevents the Installation from complying with the provisions of this MOU and thus denies the University of Kansas the ability to conduct courses on Fort Leavenworth, this MOU may be suspended. Since contractual arrangements with faculty could obligate the university for payment of salaries, more than 180 days' notice is desirable.

4.3.15. In the event of termination of program, a mutual effort will be made to ensure a smooth transition during the teach-out phase. The University of Kansas will immediately notify all concerned students and ensure a smooth transition to another program or degree completion with the university, as appropriate. The teach-out transition will offer students the option of completing remaining degree requirements without loss of credit. No new students will be enrolled in the University of Kansas program once the program has been identified for termination. Each student will be individually counseled and provided with a plan for completing remaining degree requirements. Categorically, these students fall into the following groups:

4.3.15.1. Students who complete their remaining program requirements through the University of Kansas on-post courses during the teach-out phase.

4.3.15.2. Students who can complete the remaining credit from another accredited Institution to earn a degree conferred by the University of Kansas.

4.3.15.3. Students who cannot complete the University of Kansas requirements during the teach-out phase but can do so through special arrangements utilizing the degree completion program.

4.3.15.4. Students who can transfer their program requirements to a substitute program without loss of credits, previously awarded/accepted by the university. The ESO will ensure that the University of Kansas and the institution accepting the transfer credits during the transitional teach-out phase have provided students follow-up guidance.

4.3.16. This MOU defines the entire relationship between Fort Leavenworth, the ESO, and the University of Kansas and supersedes any previous verbal or written agreements of understanding. Failure on the part of any party to comply with the provisions of this MOU may result in the elimination of these academic programs on Fort Leavenworth. No change or modification of this MOU shall be valid unless or until it is in writing and signed by all parties.

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5. PERSONNEL: Each party is responsible for all costs of its personnel, including pay and benefits, support, and travel. Each party is responsible for supervision and management of its personnel.

6. GENERAL PROVISIONS:

6.1. POINTS OF CONTACT: The following points of contact (POC) will be used by the parties to communicate in the implementation of this MOU. Each party may change its point of contact upon reasonable notice to the other party.

6.1.1. For USAG LEAVENWORTH—

6.1.1.1. Ms. Karla Guardado-Hope, Education Services Officer
PHONE: 913-684-2496
EMAIL: karla.a.guardadohope.civ@army.mil.

6.1.1.2. Carson E. Nuttall, Installation Agreements Manager
PHONE: 913-684-1871
EMAIL: carson.e.nuttall.civ@army.mil

6.1.2. For the University of Kansas –

6.1.2.1. Mr. Mike Denning, Assistant Vice Chancellor of National Defense Initiatives
PHONE: 785-864-1684
EMAIL: gmjdenning@ku.edu

6.2. CORRESPONDENCE: All correspondence to be sent and notices to be given pursuant to this MOU will be addressed to:

6.2.1. For USAG Fort Leavenworth:

6.2.1.1. Education Services Office
120 Dickman Ave., BLDG 62, Room 11
Fort Leavenworth, KS 66027.

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6.2.2. For University of Kansas:

6.2.2.1. University of Kansas
National Defense Initiatives
1450 Jayhawk Blvd (Room 222)
Lawrence, KS 66045

6.3. FUNDS AND MANPOWER: This MOU neither documents nor provides for the exchange of funds or manpower between the Parties, nor does it make any commitment of funds or resources. No provision in this MOU will be interpreted to require obligation or payment of funds.

6.4. REVIEW OF MOU: This MOU will be reviewed at the mid-point of its effective life cycle.

6.5. MODIFICATION OF MOU: This MOU may only be modified by written agreement of the Parties, duly signed by their authorized representatives.

6.6. DISPUTES: Any disputes relating to this MOU, will, subject to any applicable law, Executive order, or DoD issuances, be resolved by consultation between the Parties.

6.7. TERMINATION OF UNDERSTANDING: This MOU may be terminated in writing at will by either party with a 180-day notice.

6.8. TRANSFERABILITY: This MOU is not transferable except with the written consent of the parties.

6.9. ENTIRE UNDERSTANDING: It is expressly understood and agreed that this MOU embodies the entire understanding between the parties regarding the MOU's subject matter, thereby superseding all prior understandings of the Parties with respect to the subject matter.

6.10. EFFECTIVE DATE: This MOU takes effect beginning on the day after the last party signs.

6.11. EXPIRATION DATE: This MOU expires nine years after its effective date.

6.12. CANCELLATION OF PREVIOUS MOU: This MOU cancels and supersedes the previously signed MOU between the same parties with the subject For Education Services between the University of Kansas and United States Army Garrison Fort Leavenworth, and effective date of 20 April 2021.

6.13. NO THIRD-PARTY BENEFICIARIES: Nothing in this MOU, express or implied, is intended to give to, or will be construed to confer upon, any person not a

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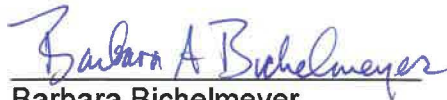
party any remedy or claim under or by reason of this MOU and this MOU will be for the sole and exclusive benefit of the Parties.

APPROVED:

For USAG Leavenworth

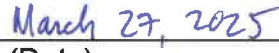
For the University of Kansas

Duane L. Mosier
Colonel, SF
Garrison Commander



Barbara Bichelmeyer
Provost and Executive Vice Chancellor
University of Kansas

(Date)



(Date)

Annexes: f

A – Teacher/Class Evaluation Form

B – Enrollment Report

C – The Command and General Staff (CGSC) Cooperative Degree Programs

Annex A (Teacher/Class Evaluation Form) to MOU between USAG Fort Leavenworth
and the University of Kansas for Educational Services

TEACHER/CLASS EVALUATION FORM

School_____

Course_____

Instructor_____

Date_____ Time_____

I. Checklist:	Good	Average	Poor
1. Subject Knowledge	_____	_____	_____
2. Speech and expression clarity	_____	_____	_____
3. Voice quality and usage	_____	_____	_____
4. Vocabulary and usage	_____	_____	_____
5. Use of audiovisual aids	_____	_____	_____
6. Use of class discussion	_____	_____	_____
7. Demonstrated class interest	_____	_____	_____
8. Evidence of preparation	_____	_____	_____
9. Rapport with students	_____	_____	_____
10. Ability to explain material	_____	_____	_____
11. Enthusiasm for subject	_____	_____	_____

II. Comments:

Visitor's Name and Signature_____

Position_____

Annex B (Enrollment Report) to MOU between USAG Fort Leavenworth and the University of Kansas for Educational Services

ENROLLMENT REPORT

Start Date:			# of Classes:				End Date:			
	Military		Family Member		On Post Civilian		Off Post Civilian		Total	
College	P	Enr	P	Enr	P	Enr	P	Enr	P	Enr
University of Kansas										
Total										

P –

Projected

Enr -

Enrolled

Annex C (The Command and General Staff (CGSC) Cooperative Degree Programs) to
MOU between USAG Fort Leavenworth and University of Kansas for Educational
Services

1. This Annex outlines the Cooperative Degree Programs between the USAG, Fort Leavenworth and University of Kansas. When referred to collectively, the USAG Fort Leavenworth and University of Kansas are referred to as the "Parties."

2. Purpose: These programs are designed to meet the need for graduate level programs for Command and General Staff Officer Course (CGSOC). The programs allow current and former CGSOC students the opportunity to complete a Master's degree through University of Kansas.

3. Programs:

3.1. Master of Science in Business with a concentration in Supply Chain Management and Logistics (MSB-SCM)

3.2. Master of Arts in Global and International Studies (Interagency Studies Track)

3.3 Master of Business Administration (MBA)

3.4. Master of Public Administration (MPA)

3.5. Master of Organizational Leadership (MOL)

3.6. Master of Engineering in Project Management

3.7. Master of Science in Homeland Security: Law and Policy

4. Admission Requirements:

4.1. Bachelor degree from a regionally accredited college or university or approved by University of Kansas and submission of an official transcript reflecting conferral of degree.

4.2. Completion and submission of University of Kansas online Graduate School application form and application fee.

4.3. Participants in these programs will not be required to complete separate graduate entrance examinations such as Graduate Record Exam (GRE), Graduate Management Admission Test (GMAT), or Miller's Analogy Test (MAT). Letters of recommendation are not required.

4.4. All students should consult the academic policies and procedures section of the current University of Kansas Graduate Studies Catalog in reference to current admission, enrollment and academic policies.

5. Responsibilities of the Parties:

**Annex C (The Command and General Staff (CGSC) Cooperative Degree Programs) to
MOU between USAG Fort Leavenworth and University of Kansas for Educational
Services**

5.1. Fort Leavenworth Education Center will-

5.1.1. Provide classroom accommodations for the conduct of classes during the 36-week resident phase.

5.1.2. Coordinate with University of Kansas to develop class schedules that will accommodate the CGSOC students at Fort Leavenworth.

5.2. University of Kansas will-

5.2.1. Provide online options for all courses.

5.2.2. Award a up to 6 semester hours for successful completion of the CGSOC curriculum per the transfer credit matrix at the end of this annex.

6. Eligibility Requirements:

6.1. Successful completion of the CGSOC resident or reserve course at Fort Leavenworth.

6.2. Application and admission to applicable Master's degree program following prescribed admission procedures. The prerequisites will be waived for students with regular admission status during the first advising session. Students receiving conditional admission status may be required to demonstrate accounting and/or statistics competency. This will be specified in the admission letter.

6.3. You must hold a baccalaureate or equivalent degree from a regionally accredited institution with a cumulative GPA of at least 2.7 or, optionally, 3.0 in the final 60 semester hours of graded coursework toward the bachelor's degree. (If your undergraduate GPA is less than 2.7, conditional admission may be possible).

6.4. Documentation:

6.4.1. Submission of a Transcript from CGSOC showing grades and completion of the ILE resident or distance learning course as "Achieved Course Standards."

6.4.2. Submission of an official transcript showing completion of a baccalaureate degree from a regionally accredited academic institution.

6.4.3. Application of Transfer Credit towards Approved University of Kansas Graduate Programs

