

MEMORANDUM OF UNDERSTANDING
COUNCIL of STATE ADMINISTRATORS of VOCATIONAL
REHABILITATION
and
GALLAUDET UNIVERSITY

I. Purpose

In order to advance, improve and expand employment opportunities for individuals who are deaf and hard of hearing, the Council of State Administrators of Vocational Rehabilitation (CSAVR) and Gallaudet University, herein commit themselves to work cooperatively in implementing the objectives set forth in this agreement.

The CSAVR, an advisory body of the Rehabilitation Services Administration in the U.S. Department of Education on policy, regulations and the administration of programs affecting persons with disabilities, provides a forum for the collective deliberation of State Vocational Rehabilitation agencies on issues affecting the provision of vocational rehabilitation services to persons with disabilities; and informs the public about the effect of disability on the lives of persons with disabilities, particularly with respect to employment and economic independence.

The mission of Gallaudet University is to serve as a comprehensive, multipurpose institution of higher education for deaf and hard of hearing citizens in the United States and of the world. Gallaudet University is committed to providing instruction in the arts and sciences that is vital to the development of the intellect; to conducting research aimed at enhancing the lives of deaf and hard of hearing individuals; and to serving deaf and hard of hearing people, their families, and the professionals who work with them.

II. Statement of Need

The CSAVR and Gallaudet University believe that quality career education and employment outcomes for individuals who are deaf or hard of hearing can be increased and improved through a strong working relationship between State Vocational Rehabilitation Agencies (VR) and Gallaudet University.

III. Terms of Cooperative Agreement

The CSAVR and Gallaudet University will communicate to state agencies support for the establishment of cooperative agreements, as appropriate, between State Agencies and Gallaudet University. Technical assistance will be provided to any State Agency that requests assistance in developing such agreements.

Gallaudet will reinforce the responsibility that students have for communicating with their VR Counselor. This responsibility includes communicating to the VR Counselor their program of study, changes in the program of study, changes of status from full to part-time, any cooperative educational requirements in their program of study, or any other academic or personal problems that may impact on their college success.

VR Counselors needing information about a student's academic progress or concerns related to their academic studies should contact the student's Academic Advisor. The Gallaudet Vocational Rehabilitation Liaison may be contacted when the counselor does not know the name of the Academic Advisor.

Gallaudet will provide admitted students with two copies of their acceptance letter instructing students to provide one copy to the VR Counselor, if seeking sponsorship. The instruction sheet, which is sent to admitted students, will include, as a separate item, a reminder for students to send a copy of their acceptance letter to VR.

The VR information exchange will automatically be submitted to VR Counselors when students' financial aid applications are completed and reviewed (if the student has provided VR identifying information on the application). If a request is received by the FAO from VR and the student's application is incomplete or pending verification, the counselor will be notified of this status.

A message will be printed on grade reports reminding the student to send a copy of each semester's grades to their VR Counselor.

Gallaudet will have one professional staff member designated as the VR Liaison. This individual will serve as the internal contact for VR Counselors should questions or problems arise. The VR Liaison will maintain continuing relationship with VR State Coordinators and VR counselors serving individuals with all levels of hearing loss. The VR Liaison will be housed in the Office of Financial Aid.

On an annual basis, on or before October 31st, State Coordinators will receive a report from the Gallaudet Office of Planning that provides information on the numbers of applied, accepted, and enrolled undergraduate students for the previous admissions cycle.

On an annual basis, on or before December 31st, State Coordinators will receive a report from the Gallaudet Office of Planning that provides information on job placement statistics for the graduating class in the previous academic year.

Gallaudet University will appoint a senior level administrative officer to serve as the liaison with CSAVR as an ex-officio member of the CSAVR's Committee on Deaf, Hard of Hearing, Late Deafened and DeafBlind to facilitate the terms of this agreement.

The Gallaudet/CSAVR Agreement will be published in the VR Counselor Handbook, which will be sent to all VR personnel on Gallaudet's mailing list.

This agreement will be reviewed when requested by either CSAVR Committee or Gallaudet and revisions made for presentation at the following CSAVR Committee meeting.

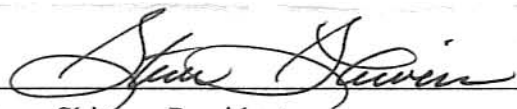
IV. Authority

This agreement does not in itself authorize the expenditure or reimbursement of any funds. Nothing in this agreement shall obligate the parties to expend appropriations or other monies, or to enter into any contract or other obligation

Further, this agreement shall not be interpreted to limit, supercede, or otherwise affect either party's normal operations or decisions in carrying out its mission, statutory or regulatory duties. Nothing in this agreement shall be interpreted as altering any eligibility requirements for the public VR program authorized under Title I of the Rehabilitation Act.

V. Effective Date/Duration

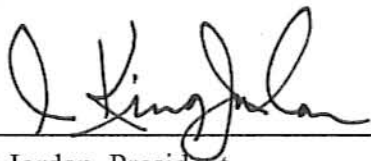
This agreement shall become effective upon signature of the underlined parties. This agreement may be terminated at any time upon 30 days advance notice by one party to the other, and may be amended by the written agreement of both parties or their designees.



Steve Shivers, President
Council of State Administrators of Vocational rehabilitation

4-18-05

Date



I. King Jordan, President
Gallaudet University

6/28/05

Date