



International Research Experience Partnership (IREP) Between FIGURE Network and the Big Ten Academic Alliance

Program Background:

The Big Ten Academic Alliance and the FIGURE Network have partnered together to create the International Research Experience Partnership (IREP). IREP allows students enrolled in a FIGURE Network CMI program to apply for short-term, non-credit bearing, unpaid research opportunities at participating Big Ten Academic Alliance universities.

The CMI degrees include a broadly defined STEM focus, including such disciplines as: Aeronautics; Agrosciences, Biotechnology and Health Sciences; Chemistry; Civil Engineering; Computer Sciences and Computer Engineering; Electronics, Electrical Engineering and Acoustics; Environment; Geosciences; Material Sciences and Material Engineering; Mathematics; Mechanics; Physics; Sport; Transportation and Mobility. The concept is also extended in Economy and Finance; Geography and Territory Planning; Information and Communication; Tourism and Heritage.

Program Details:

- Research positions should be non-credit bearing and 3-6 months in duration.
- All research opportunities are unpaid. Individual scholars are financially responsible for their travel, housing and living costs. In addition, they are not expected to pay any tuition to the host University.
- Participating universities are responsible for working with matched scholars to memorialize the terms and details of the research position as they deem appropriate.
- It is understood that no applicant is entitled to a research opportunity under this program, regardless of their individual interest.
- The scholar's home institution will confirm IREP applicants have sufficient language proficiency and is not under any academic or conduct restrictions as part of the application process.
- The Big Ten Academic Alliance will set annual timelines for application periods, provide an application process, and share information on interested universities and faculty to the FIGURE Network for dissemination to those CMI scholars eligible for the research positions.

Big Ten Academic Alliance IREP Host Responsibilities

- Complete application and placement responsibilities by the deadlines outlined in the International Research Experience Program (IREP) Timeline.
- Fulfill the host university set forth in this program guide.
- Identify a Program Administrator to oversee the administration of IREP at the home university and serve as a liaison to the Big Ten Academic Alliance for this program. This individual is the point of contact for all communication from the Big Ten Academic Alliance.
- Identify specific short-term research opportunities for CMI scholars. Terms and details of the proffered research opportunities are the responsibility of the host institution.
- Identify faculty members to host CMI scholar(s) for mentored academic research experiences.
- Oversee their local IREP Student Placement Process:
 - Review CMI scholar application information and notify the Big Ten Academic Alliance headquarters office by the established deadline if there are scholars whom the university is interested in and believes they will be able to place in a research experience opportunity.
 - After confirmation of interest from the identified CMI scholar(s), work with the scholar and their home university to negotiate all aspects of a placement.
 - Big Ten Academic Alliance universities are responsible for completing all agreements as required by their university's policies and procedures.
 - By the established deadline, the Big Ten Academic Alliance IREP Program Administrators shall notify the Big Ten Academic Alliance that placement agreement(s) have been finalized.

NOTE: If a Big Ten Academic Alliance university determines that it will not be able to complete a placement for a CMI scholar with whom they were matched, the IREP Program Administrator should contact the Big Ten Academic Alliance immediately.

- Inform matched IREP scholars of potential housing options, with the understanding that participants have the ultimate responsibility to identify, secure and pay for housing.
- Provide necessary documentation for visa applications for IREP scholars. Participants may be assessed visa processing fees, according to the institutional policies of the host institution.
- Provide appropriate on-site orientations for IREP scholars on University policies, local rules and regulations, and cultural norms.
- Host institutions may require that individuals attest to the fact that they have the resources to cover all required expenses including, visa, travel, room, board, health insurance, living expenses and other incidental expenses for the course of the internship. They may also require participants purchase health insurance under the host university's student insurance program or demonstrate that they have comparable health insurance coverage and complete a waiver.

- Host universities have the sole responsibility and authority to set and implement policies, guidelines and procedures governing the conduct of scholars working at their universities. FIGURE Network scholars participating in a research internship will be required to comply with state and federal laws, as well as the rules and regulations of the host Big Ten Academic Alliance University. Any breach of university rules and regulations will be dealt with in accordance with the established policies and procedures of the university, including disciplinary and withdrawal provisions. The host university

shall have the sole discretion and right to terminate a student’s internship at an early date. Prior to exercising this sole right, the host university will consult with the scholar’s home university. Neither the Big Ten Academic Alliance, the FIGURE Network, nor their member institutions will be held responsible for the individual actions of participating scholars.

- Host universities are expected to subscribe to a policy of equal opportunity and non-discrimination on the basis of gender, age, race, ethnicity, national origin, sexual orientation, or religion.

<i>2019 Spring International Research Experience Program (IREP) Timeline</i>	
December 3	2019 Spring IREP application is open
January 7	Application DEADLINE
January 14	Deadline for the Big Ten Academic Alliance headquarters office (HQ) to provide all IREP applications to Big Ten Academic Alliance Program Administrators for review.
February 8	Deadline for Program Administrators to notify the Big Ten Academic Alliance HQ which IREP applicants they are interested in.
February 12	Big Ten Academic Alliance provides FIGURE a list of scholars that have been identified for possible placements and those that have not been chosen. FIGURE communicates with scholars who have not been chosen for this placement cycle.
February 15	Deadline for Big Ten Academic Alliance to notify individual IREP applicants regarding the university or universities that are interested in pursuing a placement for them, copying FIGURE Network/ FIGURE university program administrators.
March 1	Deadline for FIGURE scholars to respond to Big Ten Academic Alliance, indicating whether they wish to pursue placement at the university that has expressed an interest in hosting them. Scholars who received multiple offers will identify their preferred placement.

<p>March 4- May 10</p>	<p>Placement Period</p> <p>May 10</p> <ul style="list-style-type: none"> • Big Ten Academic Alliance provides scholar responses to Program Administrators. • Big Ten university Program Administrators becomes the point of contact for the scholars matched to their university. • Big Ten university program administrators, FIGURE university program administrators, and scholars communicate directly with one another to pursue and finalize research placements. • Host university, working with the home university and the scholar, are responsible for executing and arranging all necessary paperwork and arrangements for the IREP visiting scholar placements.
<p>May 10</p>	<p>Deadline for Program Administrators to finalize the 2019 Spring IREP placements and notify the Big Ten Academic Alliance about placements.</p>

Background Information

The FIGURE network is a not-for-profit association of French universities which has accredited more than one hundred “Cursus Master en Ingénierie” (CMI) in different domains related to product and service engineering. CMI is a selective, 5-year programme, based on innovative training including projects and internships, with strong links with research organizations. The participants are awarded a master's degree from their own French university plus a CMI label jointly delivered by the university and the network. International mobility (at least 3 months, 6 months, or a semester recommended) is compulsory in order to get the label.

Recognizing the excellent quality and breadth of related research at the Big Ten universities, as well as an overall interest in creating global opportunities for all students, FIGURE has partnered with the Big Ten Academic Alliance to create a process for students to find short-term research opportunities at affiliated universities. For 2019, efforts are focused on placing CMI scholars at interested Big Ten universities.

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