

RISD Global - Compliance Requirements

Last Updated:

12/9/2016

Initials of Completer(s): GF

Compliance Requirement	Compliance Organization	Description of Requirement	Responsible Department	Responsible Party	Frequency	Last Date Completed
Mobility Migrations Report	Association of Independent Colleges of Art & Design	Reporting of students that participated in the AICAD mobility program in the previous year.	Academic Affairs, RISD Global	Director, RISD Global. Please note: we report these to the Registrar per semester	By semester	Each semester the Registrar is shared into a list of participating students (incoming and outgoing) and the schools that they will spend one semester at/or the school that the incoming student is coming to RISD from.
Student Exchange Agreement	RISD & Exchange School	Contract between RISD and Exchange School to guarantee that both parties are in accordance with the Exchange program agreement.	Academic Affairs, RISD Global	Director, RISD Global	the President/CFO or COO signs all new exchange contracts or renewals in July, or as they come during the year. Not at the start of each semester.	We are ensuring that all of our agreements are co-signed and up-to-date. In cases where they are not, we are proactively requesting ressignature.