



**Memorandum of Understanding  
between  
Business Industrial Resources DBA BIR Training Center (USA)  
and Saint Paul University (Canada)**

This Memorandum of Understanding (MOU), dated as of October 11, 2016 (the "effective date"), is by and between Business Industrial Resources DBA BIR Training Center ("BIR"), and Saint Paul University ("SPU"), collectively, "the parties."

**Purpose**

The purpose of this MOU is to establish an agreement between BIR and SPU for completers of University Test Preparation program BIR Level 5 and 6 (University Test Preparation) offered by BIR English Language Institute to meet English language proficiency admission requirements in lieu of TOEFL, IELTS, and similar and to provide visibility of SPU's academic program offerings to BIR Training Center students who might wish to continue their education after finishing their studies at BIR.

**BIR Training Center's Profile and Accreditation**

BIR Training Center ([www.birtraining.edu](http://www.birtraining.edu)) is headquartered at 3601 West Devon Avenue, Chicago, IL 60659 and is accredited by the Accrediting Council for Independent Colleges and Schools. BIR Training Center is certified by the Student and Exchange Visitor Program (SEVP).

**Saint Paul University Profile and Accreditation**

SPU ([www.ustpaul.ca](http://www.ustpaul.ca)), established at 223 Main Street, Ottawa, Ontario, Canada is a post-secondary educational institution federated with the University of Ottawa. The university currently houses four faculties: Human Sciences, Philosophy, Theology and Canon Law.

**English Language Proficiency Requirement**

This MOU allows individuals who have successfully completed the certificate requirements of the BIR English Language Institute's English Language Test Preparation program BIR Level 5 and 6 (University Test Preparation) to use documentation of such to meet SPU's English language proficiency requirement. This MOU recognizes that successful completion of course/program offerings at the appropriate level (undergraduate) and GPAs as indicated below satisfies the SPU's English language proficiency requirement for admission as defined in their academic policies.

Any courses transferred to BIR from other institutions are not counted into BIR GPA. Eligibility of course transfer is subject to BIR academic policy.

BIR Training Center	Undergraduate Admissions
	<b>University Test Preparation*</b> ELP 049 Gateway to Standardized Testing ELP 050 Academic Preparation Listening and Speaking ELP 051 Academic Preparation Reading ELP 052 Academic Writing ELP 053 IELTS Testing Practice ELP 054 TOEFL iBT® Testing Practice
Min. BIR GPA Requirements	<b>2.75 out of 4</b>

\* 2017-2018 School Year

SPU reserves the right to deny admission to a student if such student cannot meet SPU's requirements for admission, as well as a GPA of at least 70%.

**Referrals**

SPU will refer students and prospects needing to improve their language skills to BIR English Language Institute for English language learning, if they are interested in studying in the U.S.

**Outreach**

Parties may participate in joint outreach events and other marketing events in and outside of the United States and/or Canada.

**Discounts and Scholarships**

All standard scholarships will apply to BIR students when qualified, as posted on [http://ustpaul.ca/en/international-services-international-opportunities\\_580\\_483.htm](http://ustpaul.ca/en/international-services-international-opportunities_580_483.htm) website.

**Issuing I-20 Form and Conditional Letter of Acceptance**

International applicants must have satisfied all admission requirements, including documentation that they have satisfied the English language proficiency requirement, before being admitted to SPU. International SPU applicants who require an I-20 Form must have been accepted into their SEVP-certified language school and submitted all applicable admissions documents before SPU can issue a conditional letter of acceptance. The SEVP-certified language school must provide SPU documentation demonstrating the applicant has successfully completed the English language test preparation program per terms above. Once this has been received, SPU may issue its own document to present to Immigration.

This MOU is made explicitly subject to the terms of SPU's admissions requirements and academic policies. In the event of any conflict between or among the documents mentioned in this MOU, the terms of SPU's admissions requirements and academic policy shall prevail.

If a student is admitted to SPU and that student does not meet English language proficiency requirements, the student will be referred to BIR English Language Institute for English language training and could be placed on probation or required to leave the university. SPU will transfer student SEVIS record to BIR.

**Promotion**

BIR Training Center agrees to provide information and promote the educational opportunities available at SPU among BIR’s student population. This includes opportunities for representatives of SPU, or SPU’s approved agents, to visit BIR Training Center’s locations and disseminate information. Additionally, links to the SPU website may be used on BIR Training Center’s web pages and links to BIR website may be used on SPU’s web pages.

**Grants of License by Parties**

- (i) “Licensed Marks” shall mean parties’ marks identified in Appendix A to this MOU, as may be amended by written agreement of the parties from time to time.
- (ii) “Territory” shall mean the United States of America.
- (iii) Each Party hereby grants a limited, non-transferable, non-exclusive right and license to use its Licensed Marks during the term of this MOU solely for promotion of educational opportunities and programs as contemplated by this MOU in the United States and Internationally.
- (iv) Upon termination or expiration of this MOU or this Grant of License Parties shall discontinue all use of Licensed Marks and discard, destroy, or delete any printed and electronic materials containing Licensed Marks.

**Changes to MOU and Termination**

The parties agree that the terms of this MOU may be modified from time to time by further written agreement by both parties. The term of this MOU begins on the effective date and will continue until July 1, 2019. Either party has the right to terminate this MOU with or without cause on thirty (30) days advance written notice to the other party.

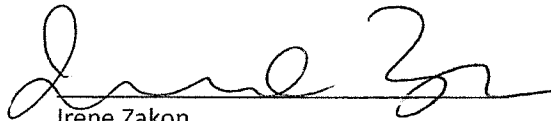
The parties have caused this MOU to be executed by duly authorized officers as of the effective date.

**Saint Paul University**  
223 Main Street  
Ottawa, Ontario K1S 1C4  
Canada



Chantal Beauvais  
Rector

**BIR Training Center**  
3601 West Devon Avenue 310  
Chicago, IL 60659  
USA



Irene Zakon

Date: 24/10/2016

Date: 10/20/16

APPENDIX A  
Licensed Marks

