

Date

Dr./Mr./Ms. First Name, Last Name  
Title  
University Name  
Street Address  
City, Country, Mail Code

Dear Dr./Mr./Ms. -----,

Eastern Washington University is a comprehensive public university located in Cheney, Washington, USA. Since its humble beginnings in 1882, EWU has become a driving force for the culture, economy and vitality of the United States of America's Inland Northwest region. EWU has 12,000 students and, under the leadership of President Rodolfo Arévalo, educates graduates who are prepared to live in a multicultural, technology-based society. An applied long-term sustainable international strategic approach enhances EWU's global presence, maximizes international diversity efforts and improves the quality of all students' experiences.

EWU offers more than 100 fields of study, 55 graduate programs and one applied doctorate via four academic colleges. A focus on personal attention, faculty excellence and community collaboration allows EWU to accomplish its mission for preparing well-rounded students ready to make an immediate impact in their chosen career fields.

EWU's Office of Global Initiatives is an active participant and conduit of international endeavors for the campus community and supports the global learning mission of the university. In all, Eastern Washington University has active partnerships with over 30 foreign higher education institutions that serve as a platform for academic research, internship opportunities, professional development, student & faculty exchange and developing scientific expertise. Eastern Washington University also works diligently with governmental and non-profit associations to align our international strategy and partnerships with the needs of the region we serve.

As stated previously, we are very interested in opening a dialogue concerning initial collaboration opportunities between the University Name and Eastern Washington University. In addition to encouraging your students to complete English language training and ----- programs at Eastern Washington University, we would also like to explore faculty research, exchange and program development opportunities.

I would be interested to learn which academic areas are of particular interest to you and your colleagues. If we determine that our institutions have complementary priorities and areas of expertise, a Memorandum of Understanding (MOU) could be formulated to set the framework for further long-term collaboration, if appropriate.

I am also happy to extend an invitation for you and your colleagues to visit Eastern Washington University in the near future. During a visit such as this, you would have the opportunity to meet with a variety of EWU academic leaders and faculty with shared priorities and further discuss explicit academic areas of interest and projects.

Please advise regarding your thoughts on next steps. Thank you again for your inquiry and interest. I look forward to hearing from you soon.

Sincerely,

Name, Title

cc: -----