



**COLUMBIA
SOUTHERN**
UNIVERSITY

Memorandum of Understanding

(This MOU is not a legally binding contract and may be canceled at any time without penalty or recourse)

About the Institution:

Columbia Southern University (CSU), is an online university accredited by the Distance Education and Accreditation Council which is recognized by the U.S. Department of Education.

City of Redlands

wishes to offer educational opportunities to its employees/members by becoming a Columbia Southern University (CSU) Learning Partner. This partnership is designed to assist Learning Partner employees/members in achieving their educational goals in career appropriate disciplines

A. Learning Partner benefits include:

- 10% tuition discount on all classes and waiver of the Application Fee. This benefit extends to spouses and children of the Learning Partner employee/member
- Textbooks provided at no cost
- Exclusive scholarship opportunities for Learning Partner employees/members
- A complimentary evaluation of previously earned educational credits and training/professional certifications for consideration of transfer credit
- Complimentary access to our Writing and Math specialists through the Student Success Center
- A dedicated landing page for Learning Partners on the CSU website for prospective students and student enrollments

B. Learning Partner benefits may also include:

- Designation of the Learning Partner name on the CSU website and University marketing materials
- Display of the Learning Partner's logo (if provided) on the CSU website and University marketing materials
- Feature articles of the Learning Partner through press releases and marketing campaigns
- Complimentary access to CSU Career Quest to advertise employment and internship opportunities
- Scheduled visits or presentations to promote the Learning Partnership benefits to Learning Partner employees/members
- Discounts on Continuing Education training and learning opportunities

C. As a Learning Partner, the organization will:

- Agree to inform all employees/members of the Learning Partner relationship and benefits as one of their options for education
- Keep CSU informational materials on site and make them available to employees/members
- Assign a liaison within the Learning Partner who is willing to accept and distribute communications from the CSU liaison and/or a CSU representative
- Provide information to the CSU liaison regarding Employee Benefits Fairs and Education Fairs once date and time have been established
- Agree to be contacted via email by a representative of Columbia Southern University and/or Columbia Southern Education Group

This Learning Partnership will take effect from the date of signing and will remain in effect unless terminated by one or both parties. This Memorandum is agreed to and executed on this _____ day of _____ in the year _____.

Partner Signature



Print Name

PAUL W. FOSTER

Title

MAYOR

Outreach Representative



Coordinator of Corporate Partnership

Betty Ordaz
HR Analyst

Learning Partnership Questionnaire

To complete the Learning Partner process and receive the partnership benefits, please provide answers for the questions below:

1. Tell us about your company/organization:

City of Redlands
Name of company/organization

35 Cajon Street
Physical address

Redlands, CA 92373
City State Zip code

email
Best contact method

Cityofredlands.org
Company website

2. List the liaison your organization has chosen, along with his/her title, phone number and email address

Beatris (Betty) Cidaz
Liaison Name

HR Analyst
Title

(909) 798-7514 (x4144)
Phone

bordaz@cityofredlands.org
Email address

3. Provide the name, title, and contact information for a secondary point of contact to assist in your absence.

Liz Marin
Secondary contact name

HR Manager
Title

(909) 798-7514
Phone

emarin@cityofredlands.org
Email address

4. Total number of employees and/or members associated with your company/organization?

535

5. Does your company/organization offer tuition assistance or reimbursement for educational expenses?

☒ Yes ☐ No

6. Does your organization require or recommend additional education for advancement?

☒ Yes ☐ No

7. Which manner do you prefer to promote CSU and the partnership within your company/organization? (check all that apply)

- ☐ Visit, Presentations
- ☒ Flyers, catalogs, etc.
- ☐ E-Newsletter
- ☒ Intranet
- ☒ Exclusive Emails

8. A CSU Outreach Representative may be in your area and may contact the liaison you have assigned to visit your company/organization. With your consent, the Outreach Representative will conduct presentations and meet with those interested in furthering their education.

Would you like one of our Outreach Representatives to visit or present to your company/organization?

☐ Yes ☒ No

9. Does your company/organization host an annual Employee Benefits Fair/Educational Fair?

☒ Yes ☐ No

10. Would you like for an Outreach Representative to attend your annual Employee Benefits Fair/Educational Fair?

☒ Yes ☐ No

Please ask current CSU students to contact their Admission/Student Services representative to have the partnership added to their record to obtain the Learning Partner discount.

If you have an employee who is interested in receiving more information about CSU, our partnership counselors are available to answer any questions at 800.344.5021 or OutreachAdmissions@ColumbiaSouthern.edu.