



AMERICAN UNIVERSITY OF ARMENIA
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AUA is a U.S.-accredited graduate institution affiliated with the University of California

CONTRACT REVIEW AND APPROVAL FORM

This form, including all the signatures required, must accompany all service contracts recommended for University top management approval. Either hard or electronic copy of the completed form must be submitted to the Secretariat of the executive offices **at least five business days** prior to the starting date of the contract.

Objective of the Contract:	
Parties of the Contract:	
Contract Initiator:	
	<i>Name and signature</i>
	<i>Title</i>
	<i>Department</i>
Contract Amount:	
Which Project is the Contract for:	
Contract Starting Date:	
Contract Ending Date:	
Description of the Services to be provided	

Office of Vice President for Finance/CFO	
APPROVED	
The contract amount is within the proposed project budget	
Name	
Signature	
Date	

Office of Vice President for Operations/COO	
APPROVED	
(for the contracts by administrative departments)	
Name	
Signature	
Date	

Office of Provost	
APPROVED	
(for the contracts by academic programs and research centers)	
Name	
Signature	
Date	

Legal Counsel	
LEGAL REVIEW of the contract COMPLETED	
Name	
Signature	
Date	