



VIRGINIA NURSING WORKFORCE CENTER

Earn to Learn Nursing Education Acceleration Program

Memorandum of Understanding Hospital / Healthcare Applicant & Academic Partner *Template*

How to use this template

This is a sample Memorandum of Understanding for an Earn to Learn **hospital–academic partnership**. Complete the bracketed fields, adapt the terms to your partnership, and have both parties sign. A signed MOU is required at the time of application. ***Please note: an existing affiliation agreement does not fulfill this requirement.***

Parties

This Memorandum of Understanding (“MOU”) is entered into by and between **[Hospital / Healthcare Organization Name]** (“the Healthcare Partner”), and **[Academic Institution Name]** (“the Academic Partner”), together “the Parties,” for the purpose of participating in the Earn to Learn Nursing Education Acceleration Program administered by the Virginia Nursing Workforce Center (“VNWC”).

Purpose

The Parties enter into this MOU to establish a collaborative Earn to Learn partnership. The Healthcare Partner provides the clinical environment, employs students during training, and commits to hiring eligible graduates; the Academic Partner provides the nursing program and prepares students for NCLEX licensure.

Term

This MOU is effective upon signature by both Parties and, if the application is awarded, continues through the 24-month grant performance period (January 2027 – December 2028) and any required reporting that follows. It may be amended in writing by mutual agreement of the Parties.

Shared Commitments

Both Parties agree to:

- Collaborate to move students from education through licensure and into employment.
- Support participant tracking and share de-identified outcome data for grant reporting.
- Participate in monthly progress calls convened by VNWC.
- Support students’ transition into safe, independent practice.

Responsibilities of the Healthcare Partner

- Provide clinical placements and immersive work-based learning for students.
- Employ students at their current certification level with appropriate, comparable compensation.
- Provide qualified RN/LPN preceptors and support their preparation.
- Commit to hiring eligible graduates and supporting retention at 6 and 12 months.

Responsibilities of the Academic Partner

- Operate the nursing program (RN and/or LPN) and prepare students for NCLEX licensure.
- Provide curriculum, faculty oversight, and the credential leading to licensure.
- Administer clinical-readiness assessment and report outcomes.
- Track participant progression and report across the six domains.

Data Sharing and Reporting

The Parties agree to share de-identified participant and program outcome data as needed to meet Earn to Learn reporting requirements, which include reporting at five periods: baseline, six months, twelve months, eighteen months, and a final (24-month) report. Data will be de-identified and used solely for grant reporting, program evaluation, and nursing workforce planning for the Commonwealth of Virginia, consistent with applicable privacy laws including FERPA where applicable.

General Provisions

1. Not an employment or funding guarantee

This MOU documents a partnership commitment. It does not constitute an employment contract with any individual student, nor a guarantee of grant funding, which is determined solely by VNWC.

2. Independent parties

Each Party remains an independent entity; nothing in this MOU creates a joint venture, agency, or partnership in the legal sense.

3. Compliance with law

The Parties will comply with all applicable federal, state, and local laws in carrying out their responsibilities under this MOU.

Signatures

By signing below, each Party affirms its commitment to the partnership described in this MOU.

For [Hospital / Healthcare Organization Name] (the Healthcare Partner)

Authorized signature

Printed name and title

Date

For [Academic Institution Name] (the Academic Partner)

Authorized signature

Printed name and title

Date

This template is provided for convenience and does not constitute legal advice. Each organization should review the final MOU with its own counsel.