

MEMORANDUM OF UNDERSTANDING
between
THE CONSULATE GENERAL OF THE UNITED STATES OF AMERICA
IN ALMATY
and
ZHETYSU UNIVERSITY NAMED AFTER ILYAS ZHANSUGUROV
and
KAZAKHSTANI ASSOCIATION OF ENGLISH LANGUAGE TEACHERS
(KazTEA)
regarding cooperation on the
ENGLISH ACCESS SCHOLARSHIP PROGRAM (ACCESS)
in Taldykorgan, Republic of Kazakhstan

I. PURPOSE

1. This Memorandum of Understanding (MOU) sets out the roles, responsibilities, and general terms of cooperation among the Consulate General of the United States of America in Almaty (U.S. Consulate General), Zhetysu University (University), and the Kazakhstani Association of English Language Teachers (KazTEA) regarding the design and implementation of the English Access Scholarship Program (Access or Program) at Zhetysu University in Taldykorgan, Republic of Kazakhstan.
2. The Access Program is a U.S. Department of State–sponsored initiative managed by U.S. Embassies and Consulates worldwide and implemented through qualified educational partners. The objective of the Access Program is to provide selected youth with English language skills, 21st century competencies, and increased understanding of U.S. culture and values, thereby supporting mutual understanding and enhancing participants’ educational and professional opportunities.
3. This MOU is not intended to create, and does not create, any legally binding obligations under domestic or international law. It reflects the good faith understandings of the Participants.

II. PROGRAM DESCRIPTION

4. Under this MOU, the Access Program at Zhetysu University will:
 - a. Train 32 university students, aged 18–21, majoring in STEM, IT and business disciplines, at Zhetysu University.
 - b. Deliver a minimum of 360 instructional hours of English language and skills development over approximately 18 months.
 - c. Operate within an overall Agreement period of approximately 23 months, including start up and close out, in line with the approved program agreement between the U.S. Department of State and KazTEA.
 - d. Follow an anticipated schedule of twice weekly classes, each day consisting of two 50-minute sessions (200 minutes total per week), or a similar schedule agreed among the Participants that ensures a minimum of 360 instructional hours.

- e. Align with the Program start and end dates established in the underlying grant or cooperative agreement between the U.S. Department of State (through FHI 360) and KazTEA. Current planning dates are:
 - Agreement Start Date: August 1, 2026
 - Instruction/Program Start Date: October 1, 2026
 - Instruction/Program End Date: April 1, 2028
 - Agreement End Date: June 30, 2028
5. The Program will advance the following participant outcomes:
 - Improved English language proficiency (reading, writing, listening, speaking).
 - Enhanced leadership and professional skills.
 - Increased readiness for careers in STEM, business, economics, engineering, and critical minerals sectors.
 - Deeper understanding of U.S. culture, values, and institutions.
 - Strengthened 21st century skills, including critical thinking, creativity, collaboration, and communication.
6. A distinguishing feature of this Program is the opportunity for highly motivated graduates to receive exclusive access to a U.S. Consulate General supported job fair, featuring major American companies operating in Kazakhstan, subject to availability.

III. PROGRAM PILLARS AND CONTENT

7. All instruction, co-curricular, and enrichment activities under the Access Program will integrate the four core pillars:
 - English Language Instruction – communicative, student-centered instruction in reading, writing, listening, and speaking.
 - 21st Century Skills – critical thinking, creativity, collaboration, and communication.
 - U.S. Culture – U.S. history, institutions, workplace and everyday culture, and societal norms, integrated through authentic materials (texts, videos, media) reflecting the diversity of everyday American life; guest speakers (virtual or in person), including Americans and U.S. exchange program alumni; and project-based and experiential learning (e.g., comparative

case studies, simulated job fairs, interviews, and networking events modeled on U.S. practices).

- Consulate Identified Themes – aligned with U.S. Mission priorities in Kazakhstan: STEM and Innovation (engineering, IT, AI, renewable energy, critical minerals); Business and Entrepreneurship (startup development, marketing, financial literacy, international business practices); Workforce Development (resume writing, interviewing, professional communication, workplace etiquette); U.S.–Kazakhstan Economic Cooperation (case studies of U.S. companies operating in Kazakhstan); Digital Literacy (responsible, effective use of digital and AI tools, online collaboration); and Civic Engagement and Leadership (community involvement, ethical leadership, local problem solving).
8. Instruction will reflect communicative, student centered TESOL methodology and promote 21st century competencies through, inter alia:
- Project Based Learning (startup pitch projects, STEM innovation challenges, community problem solving).
 - Task Based Language Teaching (real world tasks such as emails, meetings, presentations).
 - Collaborative learning (group projects, peer feedback, team presentations).
 - Integrated skills tasks (combining reading, writing, listening, speaking).
 - Digital and AI integration (guided use of AI tools and online collaboration platforms).
 - Career readiness activities (resume and cover letter workshops, mock interviews, job fair simulations).
 - Critical thinking and problem solving (case studies, debates, scenario-based discussions).
 - Formative and performance-based assessment (presentations, portfolios, project outcomes).
9. Recommended core and supplementary materials, subject to availability, include:
- Core textbooks (or equivalents):
 - *Life*, Third Edition (2026) and/or
 - *Keynote*, Second Edition (2026)

- Young adult American English textbooks that:
 - Target university age learners.
 - Develop 21st century skills.
 - Include content on science, innovation, entrepreneurship, and business.
- Supplementary materials:
 - Teacher developed materials based on open access texts, videos, and case studies of U.S. companies operating in Kazakhstan.
 - Authentic materials on U.S. workplace culture, entrepreneurship, and innovation.
 - Digital and AI supported tasks promoting digital literacy and project-based learning.

IV. ROLES AND RESPONSIBILITIES

10. The U.S. Consulate General will:

- a. Provide overall policy and programmatic oversight of the Access Program at Zhetysu University.
- b. Coordinate with the U.S. Department of State, FHI 360, and KazTEA on program design and implementation.
- c. Approve the program proposal, budget, calendar, and major programmatic changes, in accordance with U.S. Department of State guidelines.
- d. Provide the Access Program Handbook and other official guidance.
- e. Support identification of appropriate themes, guest speakers, enrichment activities, and, subject to resources, opportunities for job fairs and alumni engagement.
- f. Monitor implementation and performance through periodic reporting, site visits (in person or virtual), and communication with KazTEA and the University.
- g. Serve as the final arbiter, within program regulations, for questions regarding program policy, branding, and compliance.
- h. Sign and distribute certificates during a final ceremony for all program participants who successfully fulfill program requirements.

11. The U.S. Consulate General will not assume responsibility for hiring, contracting, or day-to-day management of instructors and staff for the

Program, which falls under KazTEA's responsibilities and the University's responsibilities as described below.

- 12.** KazTEA, as the in country educational service provider and holder of the Access agreement with the U.S. Department of State (through FHI 360), will:
 - a. Serve as the primary implementing organization for the Access Program in Taldykorgan.
 - b. Ensure that the Program at Zhetysu University conforms to the approved grant and any subsequent amendments.
 - c. Coordinate with the U.S. Consulate General on curriculum, teacher recruitment, training, and enrichment activities.
 - d. Develop or adapt detailed syllabi, lesson plans, and assessment tools consistent with Access guidelines and the themes described in this MOU suitable for young college-level adult learners.
 - e. Hire or assign qualified English language instructors and provide them with initial and ongoing professional development.
 - f. Appoint or endorse the Program Coordinator at Zhetysu University and provide clear guidance on responsibilities, timelines, and reporting requirements.
 - g. Oversee participant recruitment and selection, in close consultation with the University and consistent with Access eligibility criteria.
 - h. Ensure accurate and timely completion of all required program documentation, including attendance records, enrollment forms, progress reports, and final reports, and submit them to the U.S. Consulate General and FHI 360 as required.
 - i. Manage and account for all program funds in accordance with the approved budget, U.S. Department of State and FHI 360 financial regulations, and relevant laws of the Republic of Kazakhstan.
 - j. Coordinate the implementation of the Access program at Zhetysu University to ensure consistency and quality.
- 13.** KazTEA will ensure that Zhetysu University, as a Partner Organization, is fully informed of all relevant program rules, branding requirements, and reporting obligations and is held to the same standards as primary providers.
- 14.** Zhetysu University, as a Partner Organization, will:

- a. Provide adequate, well-equipped classrooms and facilities for Access instruction and activities at its Taldykorgan campus, including internet access and multimedia equipment.
- b. Appoint a qualified Program Coordinator with strong English language proficiency and demonstrable administrative and project management skills to serve as the main point of contact for KazTEA and the U.S. Consulate General.
- c. Facilitate in class and out of class activities, including enrichment events, clubs, workshops, and guest speaker sessions, as agreed with KazTEA and the U.S. Consulate General.
- d. Ensure that classes are held on schedule, with appropriate contingency plans to make up any missed hours, so that each student receives at least 360 instructional hours.
- e. Support strong student participation and retention, including reasonable efforts to monitor attendance, address barriers to participation, and communicate with participants.
- f. Assist in completing and maintaining accurate program documentation, including attendance sheets, consent forms, progress reports, and other records required by KazTEA and the U.S. Consulate General.
- g. Support implementation of selection and orientation processes for Access students, in line with criteria and procedures provided by KazTEA and the U.S. Consulate General.
- h. Allow for monitoring visits (onsite or virtual) by the U.S. Consulate General, KazTEA, or their designees, for purposes of observing classes, meeting with instructors and students, and verifying compliance.
- i. Promote the Access Program through appropriate internal channels (e.g., university website, social media, newsletters) in coordination with KazTEA and the U.S. Consulate General and in accordance with approved branding and communications guidelines.

15. The Program Coordinator at Zhetysu University will:

- a. Report directly to KazTEA on all programmatic and administrative matters.
- b. Coordinate scheduling, classroom allocation, and logistical support for classes and activities.

- c. Provide monthly attendance updates to KazTEA and the U.S. Consulate General Almaty.
- d. Ensure that instructors and staff understand and follow Access guidelines, including data collection and reporting requirements.
- e. Serve as the primary point of contact for students, instructors, KazTEA, and the U.S. Consulate General on daily program matters.

V. FINANCIAL AND ADMINISTRATIVE PROVISIONS

- 16.** All program expenses related to instruction, materials, enrichment activities, and administration at Zhetysu University that are approved in the Access Program budget will be funded by the U.S. Department of State through the agreement between FHI 360 and KazTEA, subject to the terms and conditions of that agreement.
- 17.** KazTEA affirms that:
 - a. The Program at Zhetysu University will serve 32 students.
 - b. KazTEA is legally registered and authorized to operate in Kazakhstan, and it maintains or can establish a bank account capable of receiving U.S. Dollar international wire transfers.
- 18.** Zhetysu University will not receive U.S. government funds directly.
- 19.** The Participants acknowledge that this MOU does not itself obligate any funds. Any U.S. government funding associated with the Access Program will be governed exclusively by the formal grant, cooperative agreement, or contract between the U.S. Department of State (or its implementing partner such as FHI 360) and KazTEA.

VI. BRANDING, REPORTING, AND DATA PROTECTION

- 20.** The Participants will follow applicable U.S. Department of State branding and marking guidelines for all materials, events, and communications related to the Access Program, as provided by the U.S. Consulate General and/or FHI 360.
- 21.** All required program and financial reports will be prepared and submitted by KazTEA to the U.S. Consulate General and FHI 360 in accordance with the terms and deadlines set forth in the underlying grant or cooperative agreement. Zhetysu University will cooperate fully in providing accurate, timely data for these reports.

22. The Parties will handle any personal data collected from students, instructors, and staff in accordance with applicable laws and policies, including those of the Republic of Kazakhstan and the U.S. Department of State, and will use such data solely for implementation, monitoring, and evaluation of the Access Program.

VII. COMMUNICATION AND COORDINATION

23. The Parties will maintain regular communication, including:
 - a. Periodic coordination meetings (virtual or in person) among the U.S. Consulate General, KazTEA, and Zhetysu University.
 - b. Ongoing communication between KazTEA and the Program Coordinator at Zhetysu University on program operations.
 - c. Advance notification of planned events, guest speakers, and major programmatic changes.
24. The U.S. Consulate General will convene, as needed, a kickoff meeting and subsequent check in meetings to answer questions and provide guidance on timelines, responsibilities, and implementation.

VIII. AMENDMENT, DURATION, AND TERMINATION

25. This MOU will take effect on the date of the last signature and will remain in effect until the completion of the Access Program at Zhetysu University, currently anticipated to be June 30, 2028, unless modified or terminated earlier by mutual consent.
26. The U.S. Consulate General may amend this MOU at any time in consultation with the other Participants.
27. The U.S. Consulate General may terminate this MOU by providing written notice to the other Participants. The Participants will consult promptly to minimize any adverse impact on enrolled students and to ensure an orderly transition or closure of program activities, consistent with the terms of the underlying grant or cooperative agreement.
28. Termination or withdrawal from this MOU does not, by itself, alter or terminate any separate grant, cooperative agreement, contract, or other binding instrument between any of the Participants and a third party.

IX. MISCELLANEOUS

- 29. Nothing in this MOU is intended to conflict with domestic law or international obligations of the United States or the Republic of Kazakhstan. In the event of a conflict, the applicable laws and formal agreements will prevail.
- 30. This MOU does not create any employment relationship between the U.S. Consulate General and the staff or instructors of KazTEA or Zhetysu University, nor does it confer any right, benefit, or entitlement enforceable by any person or entity not a Participant to this MOU.

X. SIGNATURES

The undersigned, being duly authorized, hereby express their intent to cooperate under this Memorandum of Understanding.

For the Consulate General of the United States of America in Almaty

Name: Heera Kambhoj
Title: Public Affairs Officer
Date: April 17, 2026
Signature: Heera Kambhoj

For the Kazakhstan Association of English Language Teachers (KazTEA)

Name: Tatyana Letyaikina
Title: President
Date: April 17, 2026
Signature: Tatyana Letyaikina

For Zhetysu University

Name: Baurzhan Taubayev
Title: Vice-Rector
Date: April 17, 2026
Signature: _____

