

Dated:

[Effective Date]

Between

**NATIONAL CHENGCHI UNIVERSITY  
DEPARTMENT OF POLITICAL SCIENCE**

And

**KOREA UNIVERSITY  
DEPARTMENT OF POLITICAL SCIENCE AND INTERNATIONAL RELATIONS**

**AGREEMENT FOR  
DEPARTMENT EXCHANGE PROGRAM  
FOR UNDERGRADUATE STUDENTS**

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DEPARTMENT EXCHANGE PROGRAM  
FOR UNDERGRADUATE STUDENTS**

**THIS AGREEMENT** is made on **7 December 2018** ("Effective Date")

**BETWEEN:**

- (1) **NATIONAL CHENGCHI UNIVERSITY**, having its principal address at No. 64, Sec. 2, Zhinan Rd., Wenshan District, Taipei City 11605, Taiwan (R.O.C), acting through its **DEPARTMENT OF POLITICAL SCIENCE ("NCCU")**
- (2) **KOREA UNIVERSITY**, having its principal address at 145 Anam-ro, Seongbuk-gu, Seoul 02841, South Korea, acting through its **DEPARTMENT OF POLITICAL SCIENCE AND INTERNATIONAL RELATIONS ("KU")**

**1. INTRODUCTION**

The objective of this Agreement is to establish a student exchange program for undergraduate students ("**Exchange Program**") between NCCU and KU.

**2. NUMBER OF EXCHANGE STUDENTS**

- 2.1 A maximum of three (3) students will be exchanged between the universities in each academic year ("**exchange students**"). The number of exchange students may be amended by mutual agreement before the end of January each year. Two exchange students enrolling for one semester of study is equivalent to one exchange student enrolling for one academic year of study.
- 2.2 The Exchange Program aims for a balance in the number of students exchanged over the term of the Agreement. If either university is unable to send the maximum number of exchange students for one semester of study in any year during the Term of the Agreement, then that university will be eligible to send additional exchange students, equal to deficit, in the following year during the Term of the Agreement.

**3. DURATION OF STUDY AT THE HOST UNIVERSITY**

- 3.1 An exchange student may participate in the Exchange Program for one semester or one academic year of study at the host university.
- 3.2 The exchange student must obtain the agreement of both universities to extend the duration of study at the host university into the following semester, subject to an academic year being the maximum duration of study at the host university.

**4. SELECTION & NOMINATION**

- 4.1 Each home university should complete its selection of exchange students and nominate its exchange students for the Exchange Program in the following academic year to the host university within a reasonable time frame to be mutually agreed between the universities.

- 4.2 Exchange students nominated by their home university shall be:
- (a) in good academic standing, with at least a B or 3.0 grade point average; and
  - (b) at least in their second year of study.
- 4.3 NCCU students applying for admission as an exchange students must submit to KU:
- (a) application form;
  - (b) statement of purpose and goals;
  - (c) copy of passport;
  - (d) transcript of academic record for all semesters enrolled;
  - (e) certificate of health; and
  - (f) copy of student health insurance.
- 4.4 KU students applying for admission as an exchange students must submit to NCCU:
- (a) application form;
  - (b) statement of purpose and goals;
  - (c) copy of passport;
  - (d) transcript of academic record for all semesters enrolled;
  - (e) two recommendation letters; and
  - (f) additional application materials in the applicant's favor.

## **5. FEES & EXPENSES**

- 5.1 The requirement to pay its tuition fees is waived by the host university, and the exchange students shall continue to pay tuition fees to their home university.
- 5.2 The financial responsibility of exchange students participating in the Exchange Program (under this Agreement and for the duration of their study abroad at the host university) includes:
- (a) medical/health insurance;
  - (b) obligatory expenditure required in the country of the host university;
  - (c) journey to and from the country of the host university;
  - (d) personal and living expenses, including accommodation and food; and
  - (e) any debts/costs of damages incurred for the duration of their study abroad.
- 5.3 The use of non-academic or non-obligatory facilities, services, and functions at the host university may require the payment of fees by the exchange student.
- 5.4 Exchange students will be able to apply for any financial assistance as may be available to international students of the host university, subject to any terms and conditions as may be imposed by the host university.

## **6. STUDENTS' OBLIGATIONS**

- 6.1 Exchange students are subject to the rules and regulations of the host university in addition to those at their home university. Any breach of those rules and regulations will be dealt with in with the established policies and procedures of the host university in consultation with the home university.
- 6.2 The other obligations of the exchange students include:
- (a) applying for accommodation at the host university;

- (b) their travel arrangements;
- (c) satisfying the immigration requirements for their journey to and from the country of the host university;
- (d) providing the appropriate authority at the host university with postal and other addresses, upon registration at the host university; and
- (e) registering with the home university for the next semester, upon completion of the duration of study at the host university

## **7. REGISTRATION & ADMINISTRATION**

- 7.1 The exchange student will be registered as a non-degree, non-graduating or not-for-degree student for the duration of study at the host university. This Agreement any expectation of a transfer to a graduating program of the host university.
- 7.2 The host university will ensure that adequate arrangements are made for the reception and orientation of exchange students.
- 7.3 The host university will assist in the arrangement of accommodation for the exchange student by providing housing application forms or information on housing alternatives. The host university is not obligated, financially or otherwise, to provide housing.
- 7.4 The host university will assist in providing documents necessary for obtaining a visa required by the country of the host university.
- 7.5 The host university will issue official transcripts of results to the exchange student's home university upon completion of the duration of study. The home university should determine the academic credit to be granted to their exchange students for modules/courses completed after the duration of study at the host university.
- 7.6 Each university will appoint an Exchange Coordinator to administer the terms of this Agreement.
- 7.7 The benefit of this Agreement shall not be dealt with in any way by either Party (whether by assignment, sub-licensing or otherwise) without the other Party's written consent.

## **8. TERM & IMPLEMENTATION OF THE AGREEMENT**

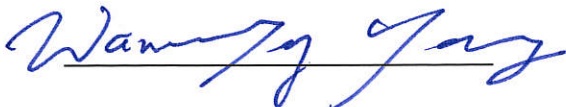
- 8.1 This Agreement will come into force upon the Effective Date and will remain in effect for five (5) years ("Term"). Both universities may at any time review this Agreement and the actions taken under it. Modifications to this Agreement may be made only in writing by mutual consent.
- 8.2 Either of the universities may terminate this Agreement by written notification to the other university of its desire to terminate one (1) year prior to the desired date of termination.
- 8.3 This Agreement will be extended for another Term upon its expiry unless either of the universities terminates this Agreement by one (1) year prior to the expiry date.
- 8.4 The termination of this Agreement shall not affect the implementation of the exchanges approved under it prior to such termination.

**9. DISPUTE RESOLUTION**

Any disputes arising under or in connection with this MOU which cannot be resolved by amicable discussions between the Parties shall be referred to the Presidents of the respective universities or their nominees for resolution, or may be submitted to some alternative dispute resolution mechanism as may be agreed in writing between the Parties.

Both universities jointly agree to the terms of this Agreement as set out above.

12-5-2018.



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