Radboud Universiteit Nijmegen





STUDENT EXCHANGE AGREEMENT

between

BROCK UNIVERSITY

St. Catharines, Ontario, Canada and

RADBOUD UNIVERSITEIT NIJMEGEN

Nijmegen, the Netherlands

Brock University, St. Catharines, Ontario, Canada, and Radboud Universiteit Nijmegen, Nijmegen, the Netherlands, recognizing the educational and cultural exchanges which can be achieved between our two institutions, enter into this Student Exchange Agreement to facilitate the exchange of students and scholars. The cooperation will involve the Faculties of Arts/Humanities, Business/Management and (possibly) others at Radboud University Nijmegen, and all the Faculties at Brock University.

1. Definitions

- For the purposes of this agreement, "home" institution shall mean the institution in which a student is formally enrolled as a degree candidate; "host" institution shall mean the institution which has agreed to accept the student from the home institution for a period of study on a non-degree basis.
- II. Semester or academic year shall normally refer to the period relevant to the host institution.

2. Purpose of the Student Exchange Agreement

- The general purpose of this agreement is to establish specific educational relations and cooperation between the two participating institutions in order to promote academic linkages and to enrich the understanding of the culture of the two countries concerned.
- II. The purpose of exchanges between staff and faculty is to promote collaborative research, other education developments, and to further mutual understanding.
- III. The purpose of each student exchange is to enable students to enrol in subjects at the host institution for credit which will be applied toward their degree at their home institution.

3. Responsibilities of Participating Institutions and Students

Each institution shall undertake all those measures seen as reasonable to give maximum effects to this exchange program. Each institution will name an individual staff member to serve as the liaison officer with his/her counterpart at the other university.

At Radboud Universiteit Nijmegen, the liaison person shall be Caroline David, Study Abroad Coordinator (c.davis@let.ru.nl). At Brock University, the liaison person shall be the Manager, International Learning Programs (exchanges@brocku.ca).

- Each institution agrees to accept and enrol exchange students as full-time students for the duration of their exchange. Selection of the students will be done by the home university.
- II. Exchange students will be exempt from the host institution's tuition fees. This agreement is based on reciprocity. Each student will register and pay tuition fees at his/her home institution. However, other fees, such as ancillary or student services fees are to be paid by the student.
- III. Each exchange student will be provided with the same academic resources and support services that are available to all students of the host institution.
- IV. It is the responsibility of each exchange student to obtain official approval from his/her home institution for subjects taken at the host institution.
- V. It is the responsibility of each exchange student to ensure that he/she obtains a copy of his/her official statement of results covering the subjects taken during the period of exchange. In addition, each host institution will forward a copy of the statement and results to the program administrator at the home institution.

4. Numbers of Participants

The two institutions agree to exchange three (3) students per year for full-year exchanges or six (6) students per year for semester-long exchanges. Every effort will be made to maintain an evenly balanced exchange from year to year between Brock University and Radboud Universiteit Nijmegen. It is recognized, however, that circumstances may occasionally preclude an even exchange of students in a particular year; imbalances may, therefore, be carried forward from one year to the next with the provision that every attempt will be made to adjust enrollments in the following year to restore balance.

5. Selection and Enrolment of Students

It is expected that only highly motivated students of above-average academic quality will be selected to participate in an exchange program. The home institution will screen applications from its student body for exchange. Students are eligible to participate if they:

- for Brock students, have completed at least two (2) years of study, and for Radboud Universiteit Nijmegen students, have completed at least one and a half (1.5) years of study at their home institution (one [1] year for post-graduate students);
- II. are enrolled at their home and host institution for the full period of the exchange;
- III. have an enrolment proposal, approved by their host institution, and are deemed academically qualified to successfully complete the courses at the host institution (each institution will inform the relevant program administrator of subject availability, including enrolment limitations and conditions.);
- IV. have obtained agreement from their home institution that, upon successful completion of the subjects at the host institution, full credit will be granted toward the degree at their home institution;
- V. and have satisfied any language proficiency requirements of the host institution.

6. Financial Responsibilities of Institutions

Exchange students will be provided by the host institution, at no cost to the student, a report and statement of results (transcript).

7. Financial Responsibilities of Exchange Students

- I. Exchange students will continue as degree candidates in their home institution and will register and continue to pay tuition fees and other required fees to their home institution. The host institution will waive tuition for all exchange students.
- II. Exchange students will be required to purchase full medical insurance coverage and a third party insurance for the duration of their stay in the host country (see Article 9 of this agreement). The insurance must include medical evacuation and repatriation.
- III. Exchange students will be financially responsible for travel to and from the host institution; books, stationary, etc.; travel documentation, visas, etc.; accommodation, food and living expenses; other applicable campus fees (e. g. sports facilities or recreation fees, registration fees, student union membership fees, etc.); health coverage relevant to the exchange institution and country; and personal travel within the host country. Any incidental fees for the services over and above those specified in this agreement shall be met by the exchange student. These fees shall not be greater than those normally paid by students of the host institution. Neither institution will be held liable for any of the above or related charges.
- IV. If requested, students selected for the program may be asked to satisfy the host institution that they have adequate funds for return transportation to the host institution, and for additional living costs during their enrolment at the host institution apart from those costs already specified in this agreement.

8. Accommodation

The host institution does not guarantee accommodation on-campus for incoming students; however, every effort will be made to assist the students to obtain accommodation either on-campus or within a reasonable distance from the campus. It is recognized that on-campus accommodation may not always be possible. Students will be made aware of their responsibility for all costs associated with accommodation, including utility accounts and rental deposit.

9. Health/Medical Insurance

Students from Radboud Universiteit Nijmegen participating in the exchange will be responsible for purchasing Brock University's required health/medical insurance (University Health Insurance Plan – UHIP) for the duration of their exchange experience. Students from Brock University participating in the exchange are expected to have a third-party international health insurance policy covering costs connected with medical repatriation if necessary.

10. Liability

Neither institution accepts any liability for accidents, injury, or death occurring to exchange students, either on-campus or off-campus during the term of the exchange, or any liability for debts or damages incurred by exchange students during the term of the exchange.

11. Faculty and Staff Exchanges

The two institutions agree in principle to the possibility of exchanges by general staff (administrative and technical) and faculty members, based on reciprocity. The details of such arrangements will be negotiated at the appropriate time and will be governed by the institutional staffing rules and relevant approval processes. The participating institutions shall not be responsible for any private arrangements made by participating staff members concerning exchange of accommodation, vehicles, etc. Both parties will promote and sponsor joint research projects in areas where their interests correspond.

12. Exchange Program Review

Both institutions will be responsible for a review of the exchange program one (1) year after the program is in effect and then every five (5) years in connection with renewal of the agreement. Problems should not wait for a review, but be dealt with when they arise. The review is essential in order to make appropriate and mutually agreed modifications as may be required, and to identify new opportunities for cooperation in scholarship and research.

13. Period of Student Exchange Agreement

This agreement will come into effect from the date of signature by both parties, and will remain in force for an initial period of FIVE (5) years. The agreement may be terminated by either party provided six (6) months written notice is given to the other party. In the event of termination, the participants in the program at such time and the students who have already been nominated for exchange shall be permitted to complete their activities in accordance with the terms of the agreement.

14. Signatures

This constitutes the entire agreement between the parties. No amendments, consent, or waiver of terms to this agreement shall bind either party unless in writing and signed by both parties.

On behalf of Brock University

On behalf of Radboud Universiteit Nijmegen

Dr. Murray Knuttila
Prof. Dr. Theo Engelen
Dean of the Faculty of Arts

Dr. Jack Lightstone
President & Vice-Chancellor

September 9 2013 (date)

September 2 2013 (date)