MEMORANDUM OF CO-OPERATION

BETWEEN

THE UNIVERSITY OF PRETORIA

herein duly represented by

Professor CWI Pistorius
(Vice-Chancellor and Principal)

&

BROCK UNIVERSITY

herein duly represented by

Dr. Jack Lightstone
(President and Vice-Chancellor)

The University of Pretoria and Brock University (hereinafter "the parties" / "institutions"). inspired by the extensive possibilities offered by international co-operation, recognize the need to develop and nurture new partnerships and to share human and material resources, with the aim to promote international understanding, contribute to the pool of global knowledge and advance the development of our respective countries and the world.

In the spirit of this challenge and responsibility, the parties acknowledge the similarities in the scholarly pursuits of the institutions and desire to promote inter-institutional co-operation, scientific and cultural exchange, and mutual understanding and respect between the citizens of South Africa and Canada.

The parties therefore join in the following Agreement:
Article 1

The two Institutions shall establish and encourage mutually beneficial scientific, technological, educational and other relations based on the following activities:

- Exchange of academic and professional staff members for the purpose of research, teaching, the presentation of special courses in their fields of specialization, and professional development.

- Collaborative development of a capacity-building institutional linkage, educational, research and training projects to seek possible funding support by governmental and non-governmental agencies.

- Establishment of joint research programs.

- Exchange of students (undergraduate and postgraduate) in respect or specific research projects or courses of interest and importance.

- Exchange of scientific and educational literature produced by either or both of the parties, as well as the exchange of material on the most relevant and topical research undertaken by researchers of both institutions.

- Organization of conferences, seminars and symposia of mutual interest to the institutions.

Article 2

In each case, the theme for a joint activity; the conditions for utilizing results obtained; or arrangements for a visit, exchange and other forms of co-operation shall be determined collaboratively by the management and scholars of the institutions and will be the subject of a separate signed agreement.

Article 3

Both parties accept that financial arrangements shall be negotiated in each case and shall be dependent on the availability of funds.
The parties shall aim to find sources of financial assistance for the activities and exchanges to be undertaken in the terms of this Agreement.

Student exchange opportunities are governed by a separate signed agreement (Appendix A) to this Agreement.

**Article 4**

This Agreement represents the total Agreement between the parties.

The representatives of the parties, or their authorized substitutes, shall meet at suitable times to evaluate the implementation of this Agreement and to decide on changes or additions thereto, which will not be of any force or effect unless in writing and signed by the representatives of both parties.

**Article 5**

This Agreement shall come into effect when the authorized representatives of both parties have signed it and shall be valid for a period of 3 years. Either party may, however, withdraw from the Agreement by giving written notice before 30 June of any year of its intention to withdraw with effect from the beginning of the next calendar year.

**Article 6**

The parties choose for purposes of this Agreement as their domicilium citandi et executandi, the following addresses:

University of Pretoria
Lynnwood Road
Hillcrest, Pretoria
Republic of South Africa

Brock University
500 Glenridge Avenue
St. Catharines, Ontario, L2S 3A1
Canada
The signatories appoint Dr. Sibusiso Vil-Nkomo, Executive Director, Department for Institutional Advancement, University of Pretoria and Dr. Michael Owen, Associate Vice-President, Research and International Development, Brock University, as Co-ordinators for the purpose of this Agreement.

Signed at Pretoria on this 2nd day of October 2006

Prof. CWI Pistorius
Vice-Chancellor and Principal
UNIVERSITY OF PRETORIA

Witnesses
1. 
2. 

Signed at St. Catharines on this 31st day of October 2006

Dr. Jack Lightstone
President and Vice-Chancellor
BROCK UNIVERSITY

Witnesses
1. 
2. 

Memorandum of Cooperation - Pretoria & Brock – August 2006
Appendix A

STUDENT EXCHANGES

between

University of Pretoria, Pretoria, South Africa
and

Brock University, St. Catharines, Ontario, Canada

In order to facilitate undergraduate student and graduate student, University of Pretoria and Brock University agree to establish an exchange program under the following conditions.

1. Definitions

In this agreement “home institution” shall mean the University from which the exchange students have come or the institution at which the faculty member is employed; “host institution” shall mean the University that has agreed to receive the exchange students from the home university.

Each institution will have a central office that will be the Administrators for this agreement – at Brock University this shall be the Office of International Services and at University of Pretoria this shall be the International Affairs Office.

2. Number of Students and Period of Exchange

The exchange will be limited to a maximum of three students per semester from each university. Graduate student exchange opportunities will be negotiated on an as required basis. The number of students from each institution on the exchange will not necessarily be equal in any given year, but it is expected that the number will be approximately equal over the term of this agreement.

No student will leave on exchange without written approval of the home university, a copy of which will be forwarded to the host institution. The period of exchange will be one semester per student.

Exchange programs must show two-way traffic of students within the first three years of the agreement or the student exchange component of this agreement may be subject to modification or cancellation at the end of the second year with written notice by either party.
3. **Course of Study**

The academic program of each student, be it research or course work, will be determined by the student in consultation with the course advisor at the host university and the program advisor at the home university. Consideration should be given to electives taken outside the host department to broaden the student's cultural understanding.

Written acceptance must be provided by the host university for each student. This acceptance may be used to obtain the necessary visas.

4. **Admission and Credit Certification**

Exchange students will be enrolled at the host university. At the completion of the course of study or research, the student host institution Administrator will be responsible for ensuring that any evaluations and transcripts are forwarded to the home university Administrator. Students are responsible for the financial cost of official transcripts.

5. **Registration, Fees, and Governance**

All exchange students must register and pay tuition at the home university. Each host university will provide tuition waivers for visiting students. The student is responsible for acquiring the necessary visa documents.

The fees for the use of the library, student centre, and basic athletic facilities will be included in the tuition expenses, in accordance with the practice of the host institution. Additional charges normally paid by domestic students, such as course material fees, laboratory fees and additional athletic facilities or instructional classes, are the responsibility of the exchange student.

Exchange students will be governed by the rules and regulations of the host institution. Exchange students will graduate from the home university.

6. **Housing, Books, Expenses and Subsistence**

Each student is responsible for the cost of housing, books and subsistence. Each institution will assist exchange students in finding suitable housing. Medical insurance and expenses are the student's responsibility. Exchange students are required to purchase health insurance as required by the host institution or country. Both universities require incoming exchange students to purchase domestic versions of the At Brock, students are required to subscribe to the University Health Insurance Plan (UHIP).
7. Indemnification

Students studying at a host institution are required to read, understand, and sign the waiver form required by the host university and that has been approved by the home university. Students have to undertake any required pre-departure orientation programs at the home institution prior to departure, as well as the in-country orientation at the host institution.

Brock students studying at UP are required to read, understand, and sign the form entitled "Assumption of Risks, Responsibility, and Liability Waiver for Brock University Study Abroad, Work Abroad, International Co-op, International Internship, and Exchange Programs".

Each party shall at all times indemnify and hold harmless the other against all claims, actions, loss or damage arising from the indemnifying party's performance or lack of performance under the Agreement or the acts of commission or omission of its employees, agents or students while carrying out this Agreement, provided that the damage does not result from a student from the home institution acting on instruction of an employee of the host institution under whose supervision and guidance the study or research is taking place.