



**Terms of Agreement
for Student and Teacher Exchange between
University of Vaasa, Finland
and
Universidad Nacional del Litoral - Business School, Argentina**

The Terms of Agreement provides details of the student and teacher exchange programme between the University of Vaasa and the Universidad Nacional del Litoral on the basis of the Memorandum of Agreement between the two universities.

1. General Program Administration

- a. The student and teacher exchange programme will be administered through * at the Universidad Nacional del Litoral and through Mobility Services at the University of Vaasa.
- b. Each university will have a coordinator for the student and teacher exchange programme who will act as a liaison between the universities. They will remain in close contact with each other and provide timely information about students' progress, extensions and terminations, teaching and immediate notification in case of emergency.
- c. Applications should be received at least by * at the Universidad Nacional del Litoral and Mobility Services at the University of Vaasa three months (90 days) in advance of courses.
- d. Each university will provide an official report of standings (Transcript of Records) or a written assessment of course work completed by each exchange student at the host university. These documents will be received and dispersed by * at the Universidad Nacional del Litoral and Mobility Services at the University of Vaasa.
- e. Teacher exchange will always need an approval of the offices and should aim at an annual balance between the institutions. The teachers must have proven language skills before entering the exchange. Both universities will take care of the costs of their own teacher sent abroad.

2. Student Admissions

- a. The number of exchange students from the Universidad Nacional del Litoral and the University of Vaasa each academic year may be up to **2 students from the Master's level**.
- b. Students are placed for the period specified and i) pay tuition and fees to their home university, ii) room and board and programme administrative fees if any to the host university. Request for extension require both host and home university approval. Withdrawal or termination after placement may result in forfeit of the program costs.



- c. Whenever an imbalance of students exchanged in any given year occurs, balance should be restored by the end of three-year cycle. The * at the Universidad Nacional del Litoral and Mobility Services at the University of Vaasa are responsible for determining when the imbalance exists and negotiating a possible resolution. For instance, when an imbalance occurs, either university can require students from the other university to pay the tuition and fees until the balance is restored.
- d. The host university has final authority to accept or reject applicants on the basis of their qualifications and suitability for the exchange programme.
- e. Students from the Universidad Nacional del Litoral and the University of Vaasa must demonstrate, as a part of their application, English language proficiency.
- f. Students from the Universidad Nacional del Litoral and the University of Vaasa must demonstrate, as part of the application a satisfactory academic standing.
- g. Students must maintain full-time enrolment. Students will be permitted to attend undergraduate/graduate/ postgraduate courses for which they qualify. No exchange student may be admitted concurrently as a regular, degree-seeking student and as an exchange student at the host university.

3. Services for Exchange Students

- a. Students in the exchange program have the same rights, privileges and responsibilities as regular, degree-seeking students at the host university; exchange students should comply with the rules and regulations of the host university. Students who are not in compliance may be terminated by the home or host university.
- b. The host university will provide both academic and personal counselling to exchange students, as well as services available to regular, degree-seeking students at the host university.
- c. The host university will reserve a convenient and adequate housing unit for the exchange students or help students to acquire an adequate housing unit.
- d. The host university will provide a pre-departure orientation to its prospective exchange students and an academic and personal orientation to incoming exchange students before the beginning of regular classes. Students should arrive at the host university before the date of orientation programme in order to attend.
- e. Exchange students are responsible for transportation, supplies, books, laboratory and class fees, other living expenses, and personal and health insurance (including medical evacuation and repatriation) while residing at the host university.

4. Conditions for Teacher Exchange

- a. The number of exchange teachers from the Universidad Nacional del Litoral and the University of Vaasa may be up to 2 teachers in the period of one academic year.
- b. The two parties exchange teachers for the purpose of lecturing in the fields both sides are interested in. The host university has final authority to accept or reject applicants on the basis of their qualifications and suitability for the exchange program.



- c. Exchange teachers should comply with the rules and regulations of the host university. Teachers who are not in compliance may have their stay terminated by the host university.
- d. Whenever an imbalance of teachers exchanged in any given academic year occurs, balance should be restored by the end of three-year cycle. The * at the Universidad Nacional del Litoral and the Mobility Service at the University of Vaasa are responsible for determining when the imbalance exists and negotiating a possible resolution.
- e. The universities will agree beforehand on the liabilities of the home and host university concerning the individual teacher exchange. These liabilities will include period of exchange, conducted training, seminars or possible research or projects.
- f. Both universities will take care of the costs of their own teachers sent abroad in accordance with the travel rules and regulations of the sending institution unless a separate agreement has been made concerning the funding of the individual teacher's exchange.

This agreement becomes effective when signed by the representatives of the two universities. Any amendment and/or modification of this agreement require written approval of the Rector of each university and shall be appended hereto.

This agreement shall remain in effect for a period of five years and may be renewed automatically unless one party sends a written notice of termination to the other party six (6) months prior to the renewal date.

Date: 9 April 2018

Date: 18 DIC 2017

Jari Kuusisto
Rector
University of Vaasa

Arq. Miguel Alfredo Irigoyen
Rector
Universidad Nacional del Litoral

Juhani Moisio
Head of Mobility Services
University of Vaasa
For the Agreement Preparation