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UNIVERSITY OF  
GOTHENBURG

THE UNIVERSITY OF  
NEW SOUTH WALES



## MEMORANDUM OF UNDERSTANDING

between

THE UNIVERSITY OF NEW SOUTH WALES

and

THE UNIVERSITY OF GOTHENBURG

### INTRODUCTION

The University of New South Wales, Sydney, Australia (hereafter referred to as UNSW) and the University of Gothenburg, Sweden (hereafter referred to as UG) believing the extension and strengthening of scientific exchange and co-operation to be of mutual value to their universities and to the development of understanding between our peoples, hereby record their intentions to promote academic and educational exchange between their universities through the following activities.

#### 1. STAFF EXCHANGE

##### 1.1 Exchange of Academic Staff

The two universities may nominate their academic staff to participate in an exchange for the purpose of study or lecturing in the other university on a reciprocal basis. The participant is subject to approval by the host university. The period of exchange will normally be one or two semesters. The host university will provide a university appointment, library and research facilities, and other assistance as far as possible. The sending university will also maintain its academic staff on full salary during the period of the exchange. The host university will assist the visiting academic staff in locating living accommodation.

##### 1.2 Visiting Academic Staff

In addition to the reciprocal exchanges, either university may invite faculty members of the other university for the purpose of lecturing or consultation for a specified period of time, subject to the approval of the home university. In such cases the inviting university makes appropriate funding arrangements agreed to in advance.

### **1.3 Visiting Research Fellows**

Either university may nominate one or more of its faculty to visit the other university for the purpose of advanced study or research, subject to the approval of the host university. In such cases, the sending university will provide the Research Fellow with normal salary based on the sending institution's regulations. The host university will provide institutional courtesies, library and research facilities and an appropriate appointment.

## **2. STUDENT EXCHANGE**

### **2.1 Exchange of students**

Each university may send students, either undergraduate or postgraduate, to the other university in appropriate fields of study.

**2.2** Both universities agree that the exchange program for degree training should follow the educational system and regulations of the counterpart university. Students from each college or faculty who apply for degree or non-degree programs shall submit their applications to the other college or faculty through its own university.

## **3. COOPERATIVE RESEARCH**

**3.1** Co-operative research is to be encouraged as individual scholars or departments establish contact and develop mutual interests. The cost and conditions of such agreements will be negotiated individually.

## **4. EXCHANGE OF ACADEMIC MATERIALS**

**4.1** Each university shall exchange relevant materials, such as those relating to the library, on a regular basis. The libraries can also exchange reference materials for research purposes.

## **5. TERMS OF CO-OPERATION**

**5.1** The terms of co-operation for each specific activity implemented under this Memorandum of Understanding shall be mutually discussed and agreed upon in writing by both parties prior to the initiation of that activity.

**5.2** Any such agreement entered into, as outlined above, will form an Appendix to this Memorandum of Agreement.

## **6. CO-ORDINATION OF THE EXCHANGE**

**6.1** Each institution shall designate a Liaison Officer to develop and co-ordinate the specific activities agreed upon.

**6.2** Through these officers, either party may initiate proposals for activities and specific details of any such activities will be set forth in a letter of agreement.

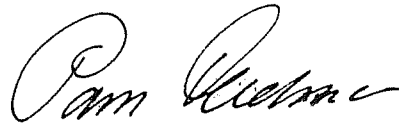
7. RENEWAL, TERMINATION AND AMENDMENT

7.1 This Memorandum of Understanding becomes effective on the date of signature by both parties. It may be amended by agreement of the parties. It is renewed every three years without change on that date unless one party gives notice six months in advance.

7.2 For this purpose, the responsible parties will be the Vice-Chancellor of the University of New South Wales, Australia and the Vice-Chancellor of the University of Gothenburg, Sweden.

For The University of New South Wales

For The University of Gothenburg



\_\_\_\_\_  
Professor Frederick G Hilmer AO  
Vice-Chancellor and President

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Professor Pam Fredman  
Vice-Chancellor

Date \_\_\_\_\_ 2009

Date 17/4 2009

N 22 2001/09



UNIVERSITY OF  
GOTHENBURG

THE UNIVERSITY OF  
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## APPENDIX TO MEMORANDUM OF UNDERSTANDING

### STUDENT EXCHANGE AGREEMENT

between

THE UNIVERSITY OF NEW SOUTH WALES

and

THE UNIVERSITY OF GOTHENBURG

This is an Appendix to a Memorandum of Understanding between the University of New South Wales and The University of Gothenburg. The Memorandum of Understanding together with this Appendix shall constitute a Student Exchange Agreement.

## INTRODUCTION

In furtherance of their mutual interests in teaching and research, desire to strengthen mutual contact and as a contribution to increased international cooperation the University of New South Wales, Sydney, Australia (hereafter referred to as UNSW) and University of Gothenburg, Sweden (hereafter referred to as UG) have approved the following student exchange agreement.

### 1. SCOPE OF THE AGREEMENT

#### 1.1 Objectives

The purpose of this Student Exchange Agreement is to establish the terms and conditions under which the exchange of students between UNSW and UG shall take place. The terms and conditions of the Student Exchange Agreement apply to both undergraduate and/or postgraduate students.

## **1.2 Scope**

- a. UG students can apply to all academic fields at UNSW except courses in Medicine and the Australian Defense Force Academy.
- b. UNSW students can apply to all academic fields at UG .

Henceforth the university accepting students will be referred to as the Host University. The university providing the exchange students will be referred to as the Home University.

## **1.3 Period of the agreement**

This Student Exchange Agreement will commence on the date of signature and will continue in effect for 3 years. After this initial 3 year period, this Student Exchange Agreement may be extended for further 5 year period where both parties provide prior written consent.

## **1.4 Period of exchange**

- a. The first exchange of students between UNSW and UG under this new agreement shall commence in the academic year 2009/10. Each exchange under the terms of this agreement shall be for one academic year.
- b. The academic year at UNSW is from early March until mid June and then from late July until early November.

The academic year at UG is from September 1 until January 18 and then from January 19 to June 7.

## **1.5 Numbers of students**

- a. UNSW and UG agree to accept 3 exchange students from each institution each academic year. This number may be varied by agreement between the Host University and the Home University.
- b. Where possible each exchange will be made on a one-to-one equal exchange basis. The unit of exchange will be calculated in student/semesters. However, if the number of students exchanged between the institutions is not in balance each semester, an approximate balance should be achieved over the period of the Agreement.
- c. The obligations of the institutions under this Student Exchange Agreement are only for the participants and include neither spouses nor dependents. Those who accompany the participants are the responsibility of the participants.

## 2. IMPLEMENTATION OF THE AGREEMENT

### 2.1 Tuition fees

Both institutions agree to waive tuition charges for their exchange students on a reciprocal basis.

### 2.2 Selection, enrolment, accreditation and preparation

- a. Participating students will be selected by their Home Institution on the general basis of previous academic merit and enrolled in full-time non-degree enrolment at the Host Institution.
- b. Nomination to the host institution will be accompanied by an official academic record and the Undergraduate/ Postgraduate Application for Admission form for international students. The Home Institution will advise the Host Institution of any course details, essential to a student's curricular plan and wherever possible, particulars such as known health problems, which might affect the student's progress or require special assistance.
- c. Both institutions agree on the number of one-to-one equal exchanges four months in advance of the commencement of the academic year or each semester.
- d. The host institution will endeavour to ensure that students are admitted to courses regarded as essential. However, admission to a specific department or course is subject to the student being satisfactorily qualified for the chosen area of study and the availability of resources in the period for which admission is sought.
- e. The Host Institution reserves the right to reject candidates applying for courses with restricted enrolment provisions, and to impose prerequisite conditions on enrolment in particular courses, in which case the Home Institution may nominate additional candidates for consideration.
- f. Neither the Home Institution nor the host institution will on the grounds of race, colour, national origin, sex, sexual orientation, creed or disability exclude students from participation in the exchange.
- g. Exchange students will be subject to the academic requirements and rules of conduct of the Host Institution. The Home Institution will advise their students of the academic and cultural expectations of the Host Institution.
- h. Accreditation for the work carried out by a student during the period of the exchange, will be at the discretion of the student's Home Institution.
- i. The Host Institution will provide the Home Institution with a final transcript from the Office of the Registrar, describing the student's academic performance.
- j. Students selected for the exchange will be required to have sufficient knowledge of the language appropriate to the host institution to carry out their studies and research at the Host University.

### **2.3 Orientation and services**

In the spirit of exchange the host institution will facilitate as much as possible, the admission, academic progress, physical relocation and cultural orientation of incoming students.

The Host Institution will provide incoming exchange students with:

- a. access to university facilities as full members of the host institution, including library, sport and Student Union facilities.
- b. an orientation program.
- c. information on health insurance requirements and the extent of the medical cover.
- d. academic and other advisory services.
- e. assistance in securing housing where possible in the residence halls or appropriate off-campus alternatives.
- f. documents necessary for obtaining a visa.
- g. appropriate language support to enable students to cope with the demands of studying in a second language.

The exchange students will have responsibility for:

- a. paying home university tuition fees prior to participation in the program.
- b. room and board expenses.
- c. transportation to and from the host institution.
- d. medical insurance.
- e. expenses in excess of the medical coverage.
- f. textbooks, clothing and personal expenses.
- g. obtaining an appropriate visa.
- h. all other debts incurred during the period of the exchange.

### **2.4 Co-ordination of the exchange**

- a. In order to carry out and fulfill the goals of this Student Exchange Agreement, management of the exchange will be the responsibility of the International Exchange Program at UNSW and of the International Office at UG.
- b. Each year both institutions will provide the partner university with all necessary details of the academic year, course descriptions, handbooks and all other information to enable students to make an informed choice of subjects to be taken at the Host University.

### **2.5 No agency arrangement**

Neither the Host University nor the Home University is an agent of the other and has no right to act or represent the other or purport to do so.

### 3. TERMINATION AND MODIFICATION OF THE AGREEMENT

This Student Exchange Agreement will commence on the date of signature and will continue in effect for 3 years. After this initial 3 year period, the Student Exchange Agreement may be extended for further 5 year periods where both parties provide prior written consent. The agreement may be terminated or altered by either party provided that written notice of intent to terminate is given at least six months prior to termination. Commitments already in progress shall be fulfilled.

This Student Exchange Agreement may be modified by written agreement signed by both institutions.

Each institution shall have the option of terminating a student exchange arrangement as it pertains to an individual student, should the student violate laws or regulations of the Host University or be found by a court of law to have violated the law of the host country.

Signed on behalf of  
The University of New South Wales



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Professor Frederick G Hilmer AO  
Vice-Chancellor and President

Signed on behalf of  
The University of Gothenburg



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Professor Pam Fredman  
Vice-Chancellor

Date 24 July 2009

Date 4 Sept 2009