



EUROPA-
UNIVERSITÄT
VIADRINA
FRANKFURT
(ODER)

Cooperation Agreement

Between

Faculty of Commerce

The Maharaja Sayajirao University of Baroda

Vadodara, Gujarat, India

and

Faculty of Business Administration and Economics

The European University Viadrina in Frankfurt (Oder)

Germany

The **Faculty of Commerce** at the Maharaja Sayajirao University of Baroda and **Faculty of Business Administration and Economics** at European University Viadrina in Frankfurt [Oder] hereby agree to cooperate under the terms described below in order to promote academic and educational cooperation and exchange between the two institutions towards the internationalization of higher education.

Subject to mutual consent, the areas of cooperation shall include all the academic programs and subjects offered at either institution considered of interest to the parties, and that according to the latter, will contribute to the fostering and development of cooperation initiatives, which include in particular but are not limited to:

- the exchange of students (graduate and undergraduate)
- the exchange of faculty and/or other staff
- the exchange of publications
- the promotion of academic and cultural activities such as short term courses, seminars, workshops and conferences of mutual interest
- joint research projects

Terms of the Agreement

1. Student Exchange

- 1.1 The member universities agree to accept students for one or two terms yearly from each other. The number of exchange students will be defined and agreed upon annually on the basis of exchange seats available in both institutions.
- 1.2 The home institutions will nominate candidates for the exchange. Exchange candidates must apply formally for admission to the host institution, providing application documents required by the host institution. All nominations will be made bearing in mind the normal requirements of the receiving institution, which will decide on the acceptability of the students nominated. The host institution reserves the right to make final judgments on the admission of exchange students.
- 1.3 Exchange students will be permitted to choose courses at the host institution which correspond on type and level to courses that they are required to take in their home university, thus they will be eligible for transfer. Exchange students will be enrolled as full-time non-degree students at the host institution. Thus, exchange students should take sufficient courses at the host institution to be considered full time students. Both institutions will provide each other with a transcript of courses for each student who has participated in the exchange.
- 1.4 Students who wish to enroll in a degree program at the host university must have undergone the normal admission procedures of that institution.
- 1.5 The exchange student should demonstrate language proficiency at an adequate level in the host country's language and/or in English.
- 1.6 Both institutions will reserve accommodation for the incoming exchange students in university accommodation or will assist exchange students in finding suitable accommodation.
- 1.7 Each host institution will waive tuition and other fees incurred by the exchange student for registration and admission. At the European University Viadrina Frankfurt (Oder), however, all students must pay a "social fee" per semester that cannot be waived. Under German law an exemption from the semester contribution (*Semesterbeitrag*) for the social welfare benefits provided by the Student Welfare Organization (*Studentenwerk*) to the student body at the European University Viadrina Frankfurt (Oder) is not possible.
- 1.8 Exchange students must have sufficient funds to cover any expenses not covered by the home or host institution. Exchange students will be responsible for transportation to and from the host institution, medical insurance, accommodation and meals, textbooks and personal expenses and all debts incurred during the exchange period. Under German law an exemption from the semester contribution (*Semesterbeitrag*) for the social welfare benefits provided by the Student Welfare Organization (*Studentenwerk*) to the student body at the European University Viadrina Frankfurt (Oder) is not possible.
- 1.9 Exchange students shall have all the rights and duties at the host institution which the institution establishes for its own fulltime students. Therefore, exchange students must abide by all rules and regulations of the host institution for the duration of the exchange.
- 1.10 Upon completion of the exchange period, the exchange students are expected to return to their home institution. Any extension of the stay must be approved in writing by the designated official of each department in question upon recommendation of the liaison officer.

2. Faculty/Staff Exchange

- 2.1 In cases agreed upon, members of the academic staff will be invited to the host institution for teaching and/or research visits. The duration shall be determined on a case-to-case basis and after mutual agreement. Visiting faculty must have a sufficient command of the language of instruction, if they are invited to teach.
- 2.2 The home institution will maintain their staff member on full salary during the period of exchange. The host institution will provide work space, access to the library and other facilities and will assist the staff member in finding accommodation.
- 2.3 Staff members under the exchange will have to bear the traveling expenses themselves, from the home institution to the host institution. Any other terms regarding necessary travel fees, accommodation and daily allowance inside the host country will be agreed upon in writing at least two month before the commencement of the respective exchange.
- 2.4 Each faculty and research exchange participant must obtain medical insurance coverage during the exchange period. It is understood that the host institution accepts no responsibility or liability for providing health care services or health care insurance for visiting scholars.
- 2.5 Exchange faculty and researchers shall be responsible for obtaining any necessary visas and complying with all immigration laws and regulations of the country of the host institution. The host institution shall cooperate in such efforts, but will not be responsible to assure the granting of any visas, permits or approvals.
- 2.6 On account of any faculty and research collaboration between the member universities resulting in the creation of any potential for intellectual property, the benefits of the same shall be shared by both the universities.

3. Other exchanges and joint projects

As for joint projects, special short-term academic programs, joint seminars, joint meetings or other exchanges and activities, the terms shall be mutually discussed and agreed upon in writing by both parties prior to the initiation of the activity.

Approved:

For the European University Viadrina
Frankfurt (Oder)

Date:

4th April 2012
Gunter Pleuger

Dr. Gunter Pleuger

President

The European University Viadrina
Frankfurt (Oder), Germany

Approved:

For the Maharaja Sayajirao University of Baroda

Date: *14th March 2012*

M M Beedkar
Registrar

The Maharaja Sayajirao University
of Baroda
VADODARA-2.

Dr M M Beedkar

Registrar

The Maharaja Sayajirao University of Baroda
Vadodara – 390 002, INDIA

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