Agreement for Student Exchange

**Between**

**The Board of Trustees of Southern Illinois University**

**And**

**Partner university**

This Agreement is made and entered into Enter date (“Effective Date”) by and between the Board of Trustees of Southern Illinois University (hereinafter referred to as "SIU"), located in Carbondale, Illinois, USA, and Partner Institution (hereinafter referred to as "abbreviated name of the partner institution"), located in city, country (each a “Party” and collectively, the “Parties”). This Agreement is established for the Student Exchange Program (hereinafter referred to as the “Program”). The Parties hereby agree as follows:

1. **Student Exchange**
2. Each year, abbreviated name of the partner institution may send up to two (2) students for one academic year or four (4) students for one semester from its undergraduate, graduate, or other programs. SIU similarly may each year send up to two (2) students for one academic year or four (4) students for one semester to abbreviated name of the partner institution to attend classes, conduct research, or other purposes.
3. The normal length of the stay of exchange participants at the host institution will be one semester or one academic year, not to exceed 12 months.
4. Each home institution will nominate its exchange participants based on the below criteria; the home institution may deviate from such criteria only under special circumstances. The student generally must:
   1. have completed at least one year of full-time study at the home institution before the start of the exchange.
   2. have a good academic record; and
   3. meet all admission or specific requirements of the home institution and host institution, including language proficiency test scores as specified by the host institution.
5. The home institution is responsible for preliminary screening and nominating students for this program, and for ascertaining that each exchange participant is proficient in the language of instruction (where applicable) at the host institution and likely to benefit from a particular course of study. Generally, the host institution will accept the candidates nominated by the home institution; however, each host institution reserves the right to make final admissions decisions concerning the candidates proposed for the exchange by the home institution.
6. The host institution will provide formal letters of admission, relevant documentation for visa applications, and any other documents necessary for the students to enroll and study at the host institution. Exchange participants are responsible for paying the costs of visas for themselves and any dependents. Each Party shall assist with the submission of the visa paperwork necessary for exchange participants and accompanying dependents, if applicable. Neither Party can guarantee the issuance of the required student visa by the host country.
7. Before the term of exchange, each Party will provide incoming exchange participants with an estimate of the expenses to be expected during the period of attendance at the host institution.
   1. Exchange students will be required to pay regular tuition to their home institution. The exchange will not entail any monetary transaction between the Parties.
   2. Exchange students will take place on a reciprocal basis where tuition is waived by the Host Institution.
   3. Exchange students are responsible for costs associated with travel, course materials, and any institutional fees assessed, health insurance, living expenses, and other incidental expenses.
   4. Exchange students from SIU are responsible for obtaining at least the minimum health insurance coverage required by abbreviated name of the partner institution and/or the name of the home country/state. At abbreviated name of the partner institution, exchange participants are subject to describe mandatory coverage or fees, if appliable.
   5. Exchange students from abbreviated name of the partner institution are responsible for purchasing health insurance that meets the requirements of SIU.
8. Subject to requirements imposed by their home institutions, exchange students will be afforded the same freedom and restrictions as regular students when selecting courses. Exchange students will have the same access to the host institutions’ facilities, academic advisors, and student support services as all other students.
9. After the exchange program and to the extent permitted by law, the host institution will send the home institution an official transcript of credits and grades for the exchange participant.
10. **Exchange Program Administration**
11. The Parties understand that a balance in the number of exchange participants shall be maintained over five years. The Parties shall liaise on time with each other to ensure reciprocity in the number of exchange participants each institution will accept in a given year.
12. Upon completion of the exchange term at the host institution, exchange participants must return to their home institution. An extension of stay by an exchange participant shall only be authorized by mutual agreement of the Parties.
13. Neither institution has any obligation for spouses and families of exchange participants.
14. Each Party reserves the right to dismiss any exchange participant at any time for academic or personal misconduct in violation of established institutional policies. The dismissal of an exchange participant will not abrogate the agreement for the arrangements regarding other participants.
15. The Parties acknowledge and agree that any such activity must be organized and administered per applicable law and the relevant policies and procedures of each Party.
16. **Communications and Notices**

Each Party shall send communications or notices of this Agreement to the other Party at the relevant address set forth below or to such other address designated by that other Party through written notice.

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| Center for International Education Liaison  Name: Peter Li  Title: Director, Center for International Education  Email Address: [Peter.Li@siu.edu](mailto:Peter.Li@siu.edu)  Phone: +1-618-453-5774 | Partner university  Name: Enter the contact person’s name  Title: Click or tap here to enter the text.  Email Address: Click or tap here to enter text.  Phone: Click or tap here to enter text. |

1. **Duration and Amendment**
2. This Agreement will remain in force for five (5) years from the Effective Date of the original Memorandum of Understanding; however, either Party, at its discretion, may terminate this Agreement during its term by giving notice at least ninety (90) days in advance of the intended termination date. If the Memorandum of Understanding between the Board of Trustees of Southern Illinois University and abbreviated name of the partner institution is terminated or expires, this Agreement will also terminate.
3. This Agreement may be amended or renewed by a written agreement signed by an authorized representative of each Party.
4. **General** 
   1. To remove any doubt and notwithstanding any other term or condition of this Agreement, it is acknowledged and agreed that all admissions of students to Southern Illinois University, enrollment in its academic programs, and degree completion and conferral are subject to applicable law and the then-current policies of Southern Illinois University, including without limitation the Undergraduate or Graduate catalog as applicable.
   2. Every reference to a date in this Agreement, and the determination of any time period or date necessary to implement the terms and conditions of this Agreement, shall be based upon the time zone in which SIU is located.
   3. This Agreement represents the entire agreement and understanding of the Parties regarding the subject matter hereof and supersedes all prior or contemporaneous agreements or understandings, oral or written, regarding the same.

IN WITNESS WHEREOF, the parties have executed this agreement by their duly authorized, respective officers, and by doing so, hereby affirm that the terms and conditions herein are mutually enforceable on behalf of and against each party as of the Effective Date.

**Approved:**

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| **BOARD OF TRUSTEES OF SOUTHERN ILLINOIS UNIVERSITY** |  | **Partner university** |
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| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Austin A. Lane, Chancellor  Southern Illinois University Carbondale  Date: |  | Name and title of the partner university’s CEO.  Partner university  Date: |
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| Daniel F. Mahony, President  Southern Illinois University System  Date: |  |  |