



**EXCHANGE AGREEMENT  
BETWEEN  
TOMSK STATE UNIVERSITY  
AND  
THE UNIVERSITY OF OSLO, NORWAY**

Tomsk State University and the University of Oslo, recognising the benefit of educational and cultural co-operation which can be achieved between our institutions, enter into this agreement to facilitate the exchange of students and scholars.

**1. Definitions**

- i) For the purposes of this agreement, "home" institution shall mean the institution at which the students intend to graduate and "host" institution shall mean the institution which has agreed to accept the student from the home institution.
- ii) Semester or academic year shall normally refer to the period relevant to the host institution.

**2. Purpose of the Agreement**

- i) The general purpose of this agreement is to establish educational relations and co-operation between the two participating institutions in order to promote academic linkages and to widen the understanding of the culture of the two countries concerned.
- ii) The purpose of each student exchange is to enable students to enrol in subjects at the host institution for credit which will be applied towards their degree at their home institution.
- iii) The purpose of exchanges between Faculty members is to promote collaborative research, other educational developments and to further mutual understanding.

**3. Responsibilities of Participating Institutions and Students**

Each institution shall undertake all reasonable measures in order to ensure the success of this exchange program.

- i) Each institution agrees to accept and enrol exchange students as full time, "non-award/non-degree" students for the duration of their exchange. All other forms of exchange require additional agreements.
- ii) Each student will be provided with the same academic resources and support service that are available to all students at the host institution.
- iii) It will be the responsibility of each student to obtain official recognition from his or her home institution for subjects taken at the host institution.
- iv) It is the responsibility of the exchange student to ensure he or she obtains a copy of his or her official academic results covering the subjects taken during the period of the exchange.
- v) Exchange students will be subject to the rules and procedures as specified by the host institution for the academic period in which the student enrolls. The home institution will have responsibility for all matters concerning recognition of credits for subjects taken at the host institution.

#### **4. Numbers**

- i) Subject to the availability of suitable candidates each institution will offer 2 places free of tuition each academic year during the period of the agreement. Institutions may send students for one semester rather than for two semesters. Two students for one semester shall be equivalent to one student for two semesters. The actual number of students and the implementation of the program will be determined by TSU and University of Oslo depending on financial and organizational situation.
- ii) In principle, the exchange of students will occur on a one for one basis. This number may vary in any given year, but over a fixed period of five years, the total number of students participating shall be equal as far as possible.

#### **5. Selection and Enrolment of Students**

It is expected that only students of high academic quality will be selected to participate in an exchange program. The selection of participants in the exchange program is the responsibility of the home institution. Students, both undergraduate and postgraduate, are eligible to participate if they:

- i) are enrolled in a masters program and have completed at least one semester of full time study at their home institution;
- ii) are enrolled at their home and host institution for the full period of the exchange;
- iii) are approved by their home Faculty and host institution, and are deemed academically qualified to successfully complete the nominated subjects at the host institution. Each institution will inform the relevant International Office of subject availability, including enrolment limitations and conditions.
- iv) have obtained agreement from their home Faculty, that upon successful completion of the subjects at the host institution, full credit will be granted towards the degree at their home institution.
- v) have satisfied any language proficiency requirements of the host institution.

Each institution will send the other completed applications for their students at least twelve (12) weeks before the beginning of the entry semester. The host institution reserves the right of final approval of the admission of a student.

#### **6. Responsibilities of Institutions**

Exchange students will be provided with the following by the host institution at no cost to the student:

Tuition (a reasonable fee to cover the use of non academic facilities may apply if relevant)  
Orientation Program  
Reports and Statement of Results

#### **7. Responsibilities of Exchange Students**

Exchange students will be financially responsible for:

Travel to and from the host institution  
Books, stationery, etc.  
Travel documentation, visas, etc.  
Travel, accommodation and living expenses  
Student Association/General Services Charges  
International insurance coverage relevant to the exchange situation

These expenses may be covered by external project or university funding. Students shall be responsible for obtaining adequate medical/health insurance coverage to the satisfaction of the host institution.

Exchange students will be subject to the rules and regulations of the host institution. Any breach of these rules will be dealt with in accordance with the disciplinary policy of the host university.

Participation in an exchange under this agreement carries no expectation of subsequent transfer to the regular degree programs of the host university.

#### **8. Accommodation**

Every effort will be made to assist students to obtain accommodation within reasonable distance from the campus. Students must also be made aware that they are responsible for all costs associated with accommodation. These expenses may be covered by external project or university funding

#### **9. Exchange Students Families**

The obligations of the universities under this agreement are limited to exchange students only and do not extend to spouses or dependants. Where family arrangements are proposed, these are subject to approval by the host institution on the understanding that all additional expenses incurred by accompanying spouses and dependants are the responsibility of the exchange student.

#### **10. Faculty and Staff Exchanges**

The two institutions recognise the benefit derived from the exchange of Academic staff and Administrative staff. The details of such arrangements will be negotiated as appropriate and will be governed by the institutional staffing rules and relevant approval processes.

#### **11. Administrative responsibility**

The designated operational units of the parties, for purposes of developing and implementing the terms of this agreement are:

For The University of Oslo: TIK Centre for Technology, Innovation and Culture, and  
For Tomsk State University: Center for Policy Analysis and Studies of Technologies (PAST-C)

Either party may change its designated operational officer by written notification to the designated operational officer of the other party.

#### **12. Exchange Program Review**

Both institutions will be responsible for regularly reviewing the exchange program at least every two years. The review is essential in order to make appropriate and mutually agreed modifications as may be required and to identify new opportunities for co-operation in scholarship and research.

#### **13. Processing Personal Data**

The EU General Data Protection Regulation (GDPR) applies for Norway from 20 July 2018 through the EEA Agreement. A Privacy Addendum signed by representatives from both parties must accompany this Agreement.

#### **14. Indemnity**

Both parties will answer and defend only that responsibility and resultant legal duty, involving personal injury and damage to property, which is based upon or arises from their respective negligent acts or omissions which may occur in connection with this Agreement. Each of the parties undertakes to ensure that any student sent under this Agreement is adequately insured in order to minimise any possible damage that might be incurred by the receiving institution as a consequence of the student's stay.

#### **15. Period of Agreement**

This agreement will come into effect from the date of signature by both parties and will remain in force for an initial period of two – 2 - years and may be renewed by mutual consent. The agreement may be terminated by either party provided six months written notice is given the other party.

## 16. Signature


This agreement constitutes the entire agreement between the parties. No amendment, consent or waiver of terms of this agreement shall bind either party unless in writing and signed by all parties.

The agreement has been accepted by the Rector of the University of Oslo and the Rector of Tomsk State University.

  
\_\_\_\_\_  
Prof. Eduard Galazhinskiy

\_\_\_\_\_  
Date

Rector  
Tomsk State University

  
\_\_\_\_\_  
Prof. Svein Stølen  
Rector  
University of Oslo

25/6-19  
\_\_\_\_\_  
Date