



## STUDENT EXCHANGE AGREEMENT

Between

**Tomsk State University (TSU)**

And

**National Taipei University of Technology  
(Taipei Tech)**

### 1. Introduction

The objective of this Agreement for University-wide Exchange Programme for Students (hereafter abbreviated as “Agreement”) is to establish an undergraduate and postgraduate student exchange programme (hereafter abbreviated as “SEP”) between Tomsk state University (hereafter TSU) and National Taipei University of Technology (hereafter TAIPEI TECH).

### 2. Number of Exchange Students

A maximum of five (5) students will be exchanged between both universities in each semester. The number of students may be amended by mutual agreement before end-January each year.

### 3. Application, Selection Process and Programme of Study

- a) The home institution will screen applications from its students and recommend students to the host institution for invitation. The host institution must be notified of the recommendation at least four months prior to the intended commencement date of the exchange period.
- b) Upon completion of their exchange period at the host institution, the host institution will provide the home institution with transcripts of the academic results of the exchange students.
- c) While at the host institution, exchange students will take courses with the approval of their home institution’s academic advisors. A learning agreement will be drawn up, contain the details of the student’s study programme at the host university. The learning agreement is drawn up and signed by the three parties involved (student, home institution, host institution) before the start of the exchange period.
- d) The host institution will evaluate the academic performance of all exchange students using the same criteria used for students enrolled in the programme of the host institution.
- e) The host institution will make available to the exchange students those student services generally available to all students enrolled in its study programmes during the period of study under the exchange programme.
- f) Prior to departure from the home country, the home institution will provide the exchange student with a detailed briefing on the host institution. The host institution will provide the home institution with the material necessary to provide such a briefing.

### 4. Registration and Administration

- a) The student participating in the student exchange programme will registered as a non-degree, non-graduating or non-for-degree student for the duration of study at the host university. This Agreement excludes any expectation of a transfer to the graduating programme of the host university.
- b) The appropriate authority at the host university will arrange an orientation programme for the exchange students.
- c) The host university will issue a notification of results to the exchange student’s home university upon completion of the duration of study. The home university

- should determine the academic credit to be granted to their exchange student for modules/courses completed after the duration of student at the host university.
- d) Each University will appoint a Student Exchange Coordinator to administer the terms of this agreement. The appropriate officials for both partner universities are listed in Annex1.

### 5. Fees & Expenses

Each exchange student will register and pay tuition fees at their home institution. Exchange students will be registered as such at the host institution for the agreed period of study, and the host institution will not charge the exchange student any tuition fees for that period.

### 6. Student's Obligations

- a) Exchange students are responsible for securing their own accommodation. However, the host institution will provide incoming exchange students with assistance in making accommodation arrangements for the exchange period, provided all application procedures are fulfilled.
- b) Purchase of medical/health insurance coverage throughout the period will be a requirement for exchange students.
- c) While participating in the exchange programme at the host institution, the exchange student will be responsible for the cost of travel expenses to and from the host country, accommodation in the host country, personal and living expenses, all books, equipment, consumables, hospitalization, health insurance, and other incidental expenses, including any debts/costs of damages incurred for the duration of their study abroad. The host institution bears no responsibility for providing funds to an exchange student for any purpose.


### 7. Duration of Agreement

This Agreement shall be effective for five years from the date signed and is to be renewed for a further five year period automatically unless one of the partners gives notice of termination no later than six months prior to the expiry of the agreement. The terms of this Agreement may be amended at any time subject to mutual written agreement by both parties.

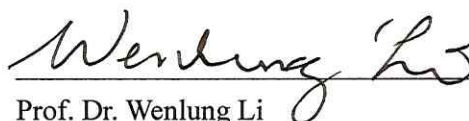
The present Agreement has been drawn up in 4 hard copies :2 in Russian and 2 in English. All copies in each language share the equal legal force.

Toms State University

National Taipei University of Technology



Prof. Dr. Eduard Galazhinskiy  
Rector



Prof. Dr. Wenlung Li  
Acting President

Date:

Date: 05/12/2017



ANNEX1 OFFICIALS AT STUDENT EXCHANGE PROGRAM UNIVERSITIES

<u>Tomsk State University</u>	ACTIVITY	<u>National Taipei University of Technology</u>
Centre for joint academic programmes, Deputy Director Polina Sharypina <a href="mailto:sharypinapolina@gmail.com">sharypinapolina@gmail.com</a> +7 (3822) 52-63-59	<b>Administration of SEP</b>	Student Exchange Program, Program Manager, <b>Mr. Lio Lin</b> <a href="mailto:liolin@ntut.edu.tw">liolin@ntut.edu.tw</a> +886-2-2771 2171 ext.6505 Office of International Affairs
Centre for joint academic programmes, Deputy Director Polina Sharypina <a href="mailto:sharypinapolina@gmail.com">sharypinapolina@gmail.com</a> +7 (3822) 52-63-59	<b>Application and Registration</b>	Student Exchange Program, Program Manager, <b>Mr. Lio Lin</b> <a href="mailto:liolin@ntut.edu.tw">liolin@ntut.edu.tw</a> +886-2-2771 2171 ext.6505 Office of International Affairs
Centre for joint academic programmes	<b>Academic Counselling</b>	Office of International Affairs
International Student Services Centre, Head Lidia Zhulyova <a href="mailto:studentcenter.tsu@mail.ru">studentcenter.tsu@mail.ru</a> + 7 (3822) 78-56-06	<b>Halls &amp; Other Accommodation</b>	Housing Manager <b>Ms. Jessica Huang</b> <a href="mailto:jessica135246@ntut.edu.tw">jessica135246@ntut.edu.tw</a> +886-2-2771 2171 ext.1282 Office of Student Affairs
International Student Services Centre	<b>Orientation &amp; Welfare</b>	Office of International Affairs