

STUDENT EXCHANGE AGREEMENT

between

and
Leiden University, The Netherlands

In order to strengthen the cooperation between the _____ (____) and Leiden University (LU), the two universities agree to implement the following reciprocal student exchange programme under the general provisions of the Memorandum of Understanding signed by both institutions on _____ [date of last signature on MoU].

1. Definitions

For the purpose of this agreement, "home" university shall mean the institution at which the student intends to graduate, and "host" university shall mean the institution which has agreed to accept the student from the home university.

Semester or academic year shall normally refer to the period relevant to the host institution.

2. Student Exchanges

2.1 Number

Each university is prepared to send students and receive the equivalent number in exchange annually. Normally, the exchange will involve a maximum of **two (2)** students for one academic year from each university, or **four (4)** students for one semester from each university.

2.2 Balance

While balance in the number of exchanges is the goal, the universities recognise that this may not be achievable in each year of the exchange. Reasonable efforts will be made to achieve parity over a period of three academic years.

2.3 Selection and Acceptance of Exchange Students

Selection of candidates shall be made by the home university. It is understood that both universities will strive to select only individuals of the highest quality for participation in the programme. Candidates should, in principle, have the equivalent of a GPA of at least 3.2 out of 4.0.

Candidates are to be **bachelor's or master's students**. Bachelor's students must have completed their first two years of study at the home university by the start date of the exchange period.

Providing proof of adequate language skills is particularly important. Candidates can do so according to the specifications outlined by each institution on their respective websites.

Selected students shall then be nominated and apply for an exchange in accordance with the published procedures of the host university.

The host university has the right to make the final decision on accepting students to the exchange programme and to individual courses.

2.4 Rights and Obligations

Exchange students will be registered at the host university as full-time non-degree students.

Exchange students will be subject to the relevant rules and procedures of the host university.

Each exchange student will be provided with the same academic resources and support services that are normally provided at the host university to others of the same academic level.

Exchange students will receive reasonable assistance from the host university in locating suitable accommodation.

Exchange students must comply with national requirements regarding visas and residence permits. The host university will help students to follow the appropriate procedures.

Each exchange student is responsible for making arrangements for a suitable insurance plan, which must include sufficient medical coverage. ____ students in Leiden must also have adequate coverage for liability.

2.5 Academic Record and Credit Transfer

The host university will undertake to provide transcripts of each student's academic performance during the exchange period. These shall be sent directly to the home university as soon as practicable. Any academic credit earned at the host university will be transferred back to the home university in accordance with procedures determined by the latter.

2.6 Costs

Students will pay their regular tuition and fees to the home university. No further tuition costs will be charged by the host university for regular academic courses.

Exchange students are responsible for all other costs associated with the exchange period, including those of visas, residence permits, insurance and Orientation activities.

3. Duration and Termination

3.1 Duration

This Agreement shall become effective from the start of the academic year 2016-2017 and shall be valid through the academic year 2021-2022.

3.2 Renewal

The Agreement may be renewed by mutual written consent at least six (6) months prior to the expiration date.

3.3 Modification

This Agreement may be amended or modified at any time by the mutual written consent of both universities.

3.4 Termination

This Agreement may be terminated by either university at any time provided that the terminating university gives written notice of its intention at least six months prior to the termination date and that no activities already in progress are unduly affected by such termination.

In particular, the termination of this Agreement shall allow for any participating students who have commenced at either university before or at the date of the termination to complete their approved course of study.

The expiration or termination of the Memorandum of Understanding which this Student Exchange Agreement implements, signed by _____ and LU on _____ [date of last signature on MoU], will automatically result in the termination of this Agreement.

Signed on behalf of the

Signed on behalf of
Leiden University

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President....

.....
Prof. Carel Stolker
Rector Magnificus and President

Date:

Date: