



**Agreement on Student Exchange**  
**between**  
**College of Humanities and Social Sciences**  
**National University of Kaohsiung**  
**and**  
**College of Humanities, Hallym University**



**Preamble**

1. The purpose of this Agreement is to establish a platform to foster a student exchange program between College of Humanities and Social Sciences of National University of Kaohsiung and College of Humanities of Hallym University in order to enhance each institution's teaching, learning, and internationalization objectives. The two colleges agree to institute this exchange program under the following terms:

**Duration and Number of Participants**

2. The duration of the exchange for students will normally be either one academic year or one semester. Exceptions can be made upon mutual consent.
3. Each year both colleges may send up to 2 full time undergraduate and/or graduate students. This can only be exceeded by mutual consent.
4. The limitation on the number of participants is not applicable in the case of study abroad students.

**Balance of Exchange**

5. Both institutions will review the program annually for any imbalances in the number of exchange students, and will adjust the number of students appropriately throughout the duration of the Agreement.

**Selection of Participants and Admission**

6. Exchange students must fulfil all admission requirements of the host institution.
7. The home institution will screen applicants from its institution for exchange. The host institution will reserve the right to make final judgment on the admissibility of each student nominated for the exchange.
8. The exchange student participating in the exchange program should normally have completed at least one year of his/her degree program at his/her home institution. The student must be recommended by the home institution not only for academic achievement but also for maturity, conduct and motivation.
9. Students participating in this program will continue as candidate for the degree at the home institution. Transfer of credit for work undertaken will be subject to the discretion of the home institution. The home institution will do its utmost, however, to accredit the course achievements that the students have completed at the host institution to avoid any unnecessary extension of their degree courses.
10. The exchange student will enjoy the same rights and privileges, and will be subject to the same rules and regulations as the students of the host institution.
11. The student will be bound by the rules, regulations and procedures of both institutions while he/she is participating in the exchange program.
12. Any other cooperative projects mutually agreed upon by both parties can be added to this agreement in written form in a separate signed addendum.

## Financial

13. The exchange student shall pay tuition fees to his/her home institution. No exchange student will be charged tuition fees by the host institution. However, the student may need to pay a fee for additional courses if so desired, e.g. intensive language courses. Administrative fees that are charged to all students may be levied.
14. Study abroad students will be charged tuition fees by host institutions.
15. Exchange student will pay residence fees for the halls or other residences in which he/she is accommodated. Student will also be responsible for the costs of food, medical insurance, travel and all other personal expenses which might be incurred while participating in the exchange program.

## Responsibilities

16. At the conclusion of the exchange, the host institution agrees to provide an official transcript on the achievements of the exchange student.
17. Two colleges agree to assist each exchange student by:
  - providing pre-departure material, and post-arrival orientation,
  - providing the necessary documents and information to enable the exchange student to obtain the correct permit /visa,
  - arranging appropriate accommodation, if required,
  - providing arrival assistance, if required,
  - establishing an institutional body, or utilizing an existing body, to oversee the exchange program, and to consider and rule on those policy matters related to the program,
  - designating an administrative contact to deal with all correspondence related to this program,
  - providing student support and advisory services.

## Other Details

18. This Agreement may be amended by mutual consent at least six months in writing given by either university.
19. This Agreement will remain in effect for five years from the day both representatives affix their signatures. At the end of the five-year period, it will be renewed automatically if neither party has expressed in writing a wish to terminate or amend the agreement six months prior. After ten years, the agreement will be subjected to an official renewal.
20. In the event of termination, exchange students will be allowed to continue their enrollment until their courses of study are completed.
21. This Agreement is prepared in English, and the text shall be regarded as official. Two signed copies will be prepared and both parties will keep one.

Signed for and on behalf of

Signed for and on behalf of

**College of Humanities and Social Sciences**  
**National University of Kaohsiung**

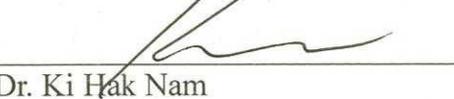
**College of Humanities**  
**Hallym University**

  
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Dr. Hsiu-hua Pai

Dean

Date: 7-16-2014

  
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Dr. Ki Hak Nam

Dean

Date: 7.16.2014