



RG/ACC/238/2024



7169/2024

SPECIFIC AGREEMENT FOR THE EXCHANGE OF STUDENTS AND ACADEMIC PERSONNEL, EXECUTED BY **UNIVERSIDAD DE GUADALAJARA, MEXICO**, HEREIN REFERRED TO AS "UDEG", REPRESENTED IN THIS ACT BY ITS RECTOR GENERAL, DR. RICARDO VILLANUEVA LOMELÍ, AND BY **BIELEFELD UNIVERISTY, GERMANY**, HEREIN REFERRED TO AS "UBI", REPRESENTED IN THIS ACT BY ITS RECTOR, PROF. DR. ANGELIKA EPPLE; AS PURSUANT TO THE FOLLOWING STATEMENTS AND CLAUSES:

STATEMENTS

"UBI" DECLARES:

- I. Constituted through the "Hochschulgesetz Nordrhein-Westfalen" to be a German public university.
- II. That its representative is empowered to enter into this type of agreements.
- III. That the legal address is the property located at Universitätsstr. 25, 33615 Bielefeld, Germany.

"UDEG" DECLARES:

- I. That it is a public body, decentralized from the State Government of Jalisco; it is a legal entity with full autonomy and property ownership rights, conforming to that which is stated in article 1° of its Organic Law, promulgated by the Local Executive on the 15th day of January, 1994, in execution of the decree number 15319 of the Honorable Congress of the State of Jalisco.
- II. That its stated aims are to train and update technicians, high school diploma holders, professional technicians, professionals, graduates and other human resources that are required for the socio-economic development of the State; to organize, carry out, encourage and disseminate scientific, technological and humanistic research, to uphold, conserve, increase and spread cultural awareness, and to work alongside the competent educational authorities in the orientation and promotion of upper-intermediate and higher education, as well as with the development of science and technology, all of this in keeping with article 5° of its Organic Law.
- III. That it conforms to article 6°, section III of its Organic Law, in that it undertakes programs of teaching, research and the diffusion of cultural awareness, in agreement with the principles and directions laid out in article 3° of the Political Constitution of the Mexican United States.
- IV. That the Rector General is the highest executive authority and the legal representative of Universidad de Guadalajara, conforming to that which is stipulated in article 32° of the Organic Law.



- V. That designates as responsible for the execution of this Agreement the holder of the Coordination of Internationalization, or person to whom delegates functions.
- VI. That indicates as legal domicile the property located in Juárez Avenue number 976, Colonia Centro, Postal Code 44100, in Guadalajara, Jalisco, Mexico.

C L A U S E S

FIRST. The objective of the present Agreement is to establish the basis for an exchange program for undergraduate, graduate students and academic personnel, in its on-site and/or virtual modalities.

Exchange of Undergraduate and Graduate Students

SECOND. Each Party will select and nominate students to participate in this exchange program, in accordance with the procedures and requirements set forth by the host university. Admittance of exchange students remains within the discretion of the host university and the respective faculty or department.

THIRD. The exchange of students under this program will take place in accordance with the academic calendar of the host university, and may last for one semester or a full academic year or when the academic program requires it, for a shorter duration, subject to agreement between both universities.

FOURTH. Students selected for this exchange program will be allowed to select and take courses at the host university, provided that the courses correspond to the same level and/or are equivalent to those offered by their home university and the language requirements and prerequisites are met by the student.

FIFTH. The home university will submit the required certified documents of the students selected to the host university, for admittance purposes, by the deadline set by the host university.

SIXTH. Students participating in this exchange program will pay registration and tuition fees to their home university. The host university will not charge them for these items.

SEVENTH. Both Institutions agree to exchange, under the terms of this Agreement, up to six (6) students per academic year. Three (3) of these places are reserved for students taking part in the DAAD ISAP (International Study and Training Partnerships) exchange program between the Interamerican Studies of UBI and the *Centro Universitario de Ciencias Sociales y Humanidades (CUCSH)* of UDEG. Any disparity in the number of students will be adjusted in the following year.



EIGHTH. At the end of the final exam period and the academic term, the host university will send the home university an official transcript of the grades obtained by each exchange student provided that he/she has taken the necessary steps. The conversion of academic records will be made according to the home institution's regulations and criteria. If so requested, the host university will provide course descriptions and résumés of the professors who taught the courses attended by the exchange students, as well as information about the grading and evaluation system used.

NINTH. Students selected for the exchange will have the same academic and administrative rights and responsibilities applied by the host university to its own students. Exchange students must comply with the regulations and laws of the host university, and they will be held accountable in case of non-compliance with this section, in such case, their home university will be informed. Exchange students will not be eligible for a degree awarded by the host university as part of the exchange.

TENTH. Both institutions agree that it is the responsibility of the exchange students to carry out immigration procedures to obtain the proper visas in their home country.

ELEVENTH. The exchange students will be responsible for all additional expenses in this exchange program, including, but not limited to, transportation, housing, meals, health insurance and liability insurance.

TWELFTH. Each of the institutions of this agreement will provide academic advisory and counselling services to exchange students during their stay in their respective universities.

Exchange of Academic Personnel

THIRTEENTH. Both institutions agree to revise annually the number of academics sent and received.

FOURTEENTH. The Universities according to their abilities can help the academic exchange personnel to obtain resources to cover their transportation expenses, housing, meals and international health insurance. The home university is responsible for paying the academic personnel their salary.

FIFTEENTH. The academic personnel participating under this Agreement, will make the necessary arrangements according to the current regulations of their home institution, to receive authorization to leave their academic activities for the period of academic stay at the host university.

SIXTEENTH. The academics participating in the exchange program will be responsible for all additional expenses, such as transportation, housing, meals and international health insurance.



SEVENTEENTH. Both Parties agree that academic personnel participating in the exchange will maintain their work relationship with their home university.

EIGHTEENTH. The host university will give the visiting academic personnel an official letter stating the activities performed at the host university once the stay is concluded.

Common Provisions

NINETEENTH. The academic extension programs of Universidad de Guadalajara and those offered by its Productive Entities, such as *Colegio de Español y Cultura Mexicana* and the *Sistema Corporativo PROULEX-COMLEX*, are not included in this Specific Agreement for the Exchange of Students and Academic Personnel.

TWENTIETH. The Parties agree to consider as confidential all information related to the activities of the "UDEG" to which the "UBI" has access, and vice versa, as a result of this Agreement and which is not of a public nature.

TWENTY-FIRST. This Agreement shall be valid for a period of five (5) years from the date of its joint signature. In the event of separate signatures, it shall come into effect from the date of the last signature. This Agreement may be renewed, modified or terminated if either Party so requests at least six (6) months in advance and in writing. Students or academic personnel members who have already been accepted by the Parties before the expiry of this Agreement or, as the case may be, its termination, shall not be affected and shall be allowed to complete their stay at the host institution.

TWENTY-SECOND. The Parties state that the signing of this Agreement and the commitments contained herein, are made in good faith and, therefore they will undertake all actions necessary for its proper execution; any discrepancy in the interpretation of this Agreement will be resolved by common accord.

Having read this document, both Institutions being aware of the contents and extent of each clause and affirming that there is no deceit, reticence, or any other reason that might corrupt its approval, sign this Agreement in duplicate, in English language, both original copies with the same content and validity.

Place: Guadalajara, Jalisco, Mexico.

Date: 15 NOV 2024

UNIVERSIDAD DE GUADALAJARA

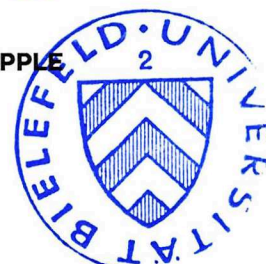
DR. RICARDO VILLANUEVA LOMELÍ
RECTOR GENERAL

Place: Bielefeld, Germany

Date: 8 April 2025

BIELEFELD UNIVERSITY

PROF. DR. ANGELIKA EPPLE
RECTOR





W I T N E S S

**MTRA. VALERIA VIRIDIANA PADILLA
NAVARRO**
COORDINATOR FOR INTERNATIONALIZATION

This signature page corresponds to the SPECIFIC AGREEMENT FOR THE EXCHANGE OF STUDENTS AND ACADEMIC PERSONNEL between Universidad de Guadalajara, Mexico, and the Bielefeld University, Germany, which consists of a total of five (5) pages, including this last one. -----