



## **STUDENT EXCHANGE AGREEMENT**

**between**

**Universidad de Guadalajara, México**

**and**

**Europa-Universität Flensburg (EUF), Germany**

## PREAMBLE

The Universidad de Guadalajara (UDEG) and Europa-Universität Flensburg (EUF) are mutually interested to carry on their academic relationship, have discussed the furtherance of their related interests and now record their mutual understanding as follows:

### I. STUDENT EXCHANGE

1. At EUF, the responsible contact partner is the International Center.  
At UDEG, the responsible contact partner is the Coordinación General de Cooperación e Internacionalización.
2. The exchange of students under this Agreement will take place in accordance with the academic calendar of the host university, and may last one semester or for up to a full academic year as required by each academic program.  
The academic year lasts from Calendar A until Calendar B at UDEG and from September, 1<sup>st</sup> until August, 31th at EUF.
3. UDEG and EUF each agree to accept up to 5 exchange students from the other university each academic year. The number can be changed by the mutual consent of the two parties. Efforts will be made to maintain a well-balanced exchange within the term of this agreement. Two students enrolling for one term/semester shall be considered as equivalent to one student for a year.
4. The home university will select students to take part in the exchange program. The students will be selected according to their own criteria without regard to race, color, religion, national origin, sex, sexual orientation, age or disability. However, the final decision about accepting students will be made by the host institution.
5. The home university is responsible for certifying the exchange students' foreign language skills and ensuring that these meet the admission requirements of the receiving institution.
6. The exchange students will remain enrolled at their home university. The students will be enrolled at the receiving university as full-time non-degree students, provided they possess the minimum necessary entry requirements. The receiving university will admit the exchange students to any academic program, subject to the approval of the relevant degree program coordinator.
7. 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.

8. Travel costs, living expenses and costs of medical insurance will be borne by the exchange student.
9. The receiving university will assist the students in their search for accommodation.
10. To the end of the academic term and exam period the host university will send the home university an official transcript of the grades obtained by each exchange student. 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.
11. 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 follow the regulations of the host university, and they will be held accountable in case of non-compliance. Their home university will be informed of any such non-compliance. Exchange students will not be eligible for a degree awarded by the host university as part of the exchange.

## **II. ORGANISATION AND ADMINISTRATION**

1. Both parties will consult one another whenever they feel it necessary to discuss possible development of the programme and to appraise its success to date.
2. Neither UDEG nor EUF will be responsible or held liable for the actions of the other party for any activity under this agreement. Furthermore, neither party shall be required to purchase any insurance against loss or damage to any personal property to which this agreement relates.
3. Both Universities warrant and undertake adequate safeguards with respect to the protection of the privacy and fundamental rights and freedom of the students and as regards the exercise of the corresponding rights. They will furthermore have in place appropriate technical and organisational measures to protect the personal data against accidental or unlawful destruction or accidental loss, alteration, unauthorised disclosure or access, and which provide a level of security appropriate to the risk represented by the processing and the nature of the data to be protected, according to the laws of the European Union and the applicable laws of Mexico.

This agreement comes into immediate effect from the date on which it is signed by both parties. It will remain valid for a period of five years from the date of signing and may be extended upon application by the above mentioned official representatives (see I.1.1. and I.1.2.).

5. Changes to this agreement can only be made with the written consent of

both partner universities.

6. This agreement may be terminated, with a six months' period of notice, by either party. In such cases the commitments made to staff and students already participating in the programme must be honoured.
7. This agreement places no financial obligations on either of the partner universities.
8. The academic extension programs of the UDEG offered by its university enterprises, the Colegio de Español y Cultura Mexicana and the Sistema Corporativo PROULEX - COMLEX are not included in this Agreement.

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, both Institutions sign in duplicate in English and Spanish, both versions with the same content and validity.

Place: Guadalajara, Jalisco, México

Date: 09 ENF 2018

Place: Flensburg, Germany

Date:

**Universidad de Guadalajara**

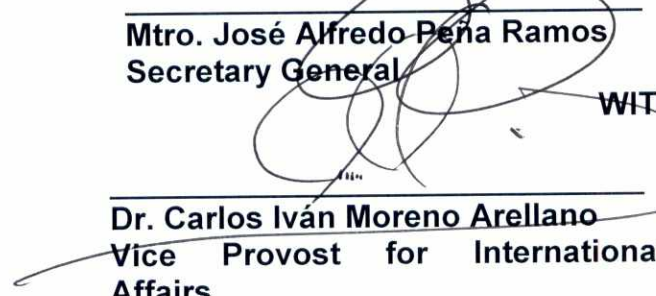
**Europa-Universität Flensburg**

  
\_\_\_\_\_  
**Mtro. Itzcoatl Tonatiuh Bravo Padilla**  
Rector General

  
\_\_\_\_\_  
**Prof. Dr. Werner Reinhart**  
President  
Europa-Universität Flensburg

  
\_\_\_\_\_  
**Mtro. José Alfredo Peña Ramos**  
Secretary General

**WITNESSES**

  
\_\_\_\_\_  
**Dr. Carlos Iván Moreno Arellano**  
Vice Provost for International  
Affairs

  
\_\_\_\_\_  
**Prof. Dr. Monika Eigmüller**  
Vice President for European and  
International Affairs  
Europa-Universität Flensburg