

STUDENT EXCHANGE AGREEMENT
between
the Federal University of São Carlos, Brazil
and
the Faculty of Humanities
of Leiden University, The Netherlands

Whereas the Federal University of São Carlos (UFSCar) and the Faculty of Humanities of Leiden University (UL) entered into a student exchange agreement on March 15, 2016, in order to strengthen the cooperation between them under the memorandum of understanding signed by both institutions on that same date,

Whereas said student exchange agreement expired on July 30, 2020, but the parties thereof wish to resume their reciprocal student exchange programme,

UFSCar and LU agree to enter into a new student exchange agreement, which will be governed by the following terms and conditions:

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 or a similar result in other compatible academic performance measurement system adopted by the home university.



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 not only to the relevant rules and procedures of the host university, but also to the immigration legislation of the host country.

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 and repatriation coverage. UFSCar students in Leiden must also have adequate coverage for liability, and so must UL students in the cities where UFSCar's campuses are situated.

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, where required. 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 and their stay in the host country, including those of visas, residence permits, housing, food, insurance and Orientation activities.

3. Duration and Termination

3.1 Duration

This Agreement shall become effective from the date when it is signed by both universities and shall be valid until July 30, 2025.

3.2 Extension



The Agreement may be extended by mutual written consent, in the form of an addendum hereto, at least three (3) months prior to the expiration date.

3.3 Modification

This Agreement may be amended or modified at any time by the mutual written consent, in the form of addenda hereto signed by 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 (6) 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.

4. Solution of controversies

Before resorting to external dispute resolution mechanisms, the universities will attempt to settle by negotiation any dispute in relation to this Agreement, including by referring the matter to personnel who may have authority to intervene and direct some form of resolution. If a dispute is not settled by the institutions within ninety (90) working days of one party first sending to the other party written notice that they are in dispute, the dispute may be submitted to some alternative dispute resolution mechanism as may be agreed in writing between by and between the universities.

Signed on behalf of the
Federal University of São Carlos



date: 9 OCT 2020
Prof. Wanda Aparecida Machado Hoffmann, Ph.D.
Rector

Signed on behalf of
Leiden University, Faculty of Humanities



date: 2 dec 2020
Prof.dr. Mark Rutgers
Dean, Faculty of Humanities

