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, wishing to formally restore the strong cooperation between them, entered into a new student exchange agreement on December 2, 2020, in order to resume their reciprocal student exchange programme,

Whereas the latter student exchange agreement between UFSCar and UL's Faculty of Humanities expired on July 30, 2025, but they wish to formally resume their reciprocal student exchange programme for an additional period,

UFSCar and UL's Faculty of Humanities agree to enter into another 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 3.0 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's Faculty of Humanities 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. Data Protection
The institutions will comply with all applicable local and national laws and regulations with respect to activity under this Agreement, including law related to anti-bribery, economic

sanctions, export control, anti-boycott, privacy and data protection, higher education, and accreditation standards or procedures.

In effect since 25 May 2018 and updated 4 June 2021, the institutions will comply with the EU Standard Contract Clauses[1] (data transfer controller to controller, module I and Annex I, with exemption of clauses 7 & 9 in module I) and other applicable legislation and regulations concerning the processing of Personal Information. Parties will determine in good faith how they will apply these laws and the data processing principles cooperating within Federal University of São Carlos and Leiden University.

Parties ensure that personal data is adequately encrypted during transport.

4. Duration and Termination
4.1 Duration
This Agreement shall become effective from the date when it is signed by both universities and shall be valid until July 30, 2030.

4.2 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.

4.3 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.

4.4 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.

5. 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 by and between the universities.

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[1] Standard Contractual Clauses (SCC) | European Commission (europa.eu): https://ec.europa.eu/info/law/law-topic/data-protection/international-dimension-data-protection/standard-contractual-clauses-scc_en.

Signed on behalf of
Federal University of São Carlos

…………………………………………… February 3, 2026

Signed on behalf of
Leiden University, Faculty of Humanities

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STANDARD CONTRACTUAL CLAUSES
<u>ANNEX I</u>

A. LIST OF PARTIES

Data exporter(s): *[Identity and contact details of the data exporter(s) and, where applicable, of its/their data protection officer and/or representative in the European Union]*

1. Name: Leiden University
   Address: Rapenburg 70, 2311 EZ, Leiden, Netherlands

   Contact person's name, position and contact details:
   Anna van der Jagt, Senior International Coordinator at the Faculty of Humanities
   Humanities International Office, Lipsius Building, Cleveringaplaats 1, 2311 BD Leiden, The Netherlands
   Tel: +31-71-5271733, E-mail: a.p.van.der.jagt@hum.leidenuniv.nl
   Activities relevant to the data transferred under these Clauses: student nominations and student applications for exchange.

   Signature and date: *Anna vd Jagt*   12 March 2026

   Role (controller/processor): controller&processor

Data importer(s): *[Identity and contact details of the data importer(s), including any contact person with responsibility for data protection]*

1. Name: Federal University of São Carlos
   Address: Washington Luís Highway km 235, 13565-905 São Carlos, State of São Paulo, Brazil

   Contact person's name, position and contact details:
   Ducinei Garcia, Head of the International Relations Office
   International Relations Office, Washington Luís Highway km 235, 13565-905 São Carlos, State of São Paulo, Brazil
   Tel: +55 16 3351 9580 / +55 16 3351 8402, E-mail: scg-srinter@ufscar.br; srinter@ufscar.br

   Activities relevant to the data transferred under these Clauses: student nominations and student applications for exchange.

   Signature and date:

   gov.br   Documento assinado digitalmente
   DUCINEI GARCIA
   Data: 18/02/2026 19:02:11-0300
   Verifique em https://validar.iti.gov.br

   Role (controller/processor): controller&processor

A. DESCRIPTION OF TRANSFER

Categories of data subjects whose personal data is transferred
(exchange) students

Categories of personal data transferred
The data exporter transfers the following categories of data: first name, last name, date of birth, field and degree level of study, e-mail address, residential addresses, contact details, emergency contact details, copy of ID document (e.g. passport), intended duration of the stay, language level (including proficiency tests if required), financial statements, and study results.

The host university transfers the following categories of data: study results.

Sensitive data transferred (if applicable) and applied restrictions or safeguards that fully take into consideration the nature of the data and the risks involved, such as for instance strict purpose limitation, access restrictions (including access only for staff having followed specialised training), keeping a record of access to the data, restrictions for onward transfers or additional security measures.

No sensitive data is transferred (e.g. social security numbers, racial or ethnic origin, political opinions, religion or belief, trade union membership, genetic or biometric data for the purpose of unique identification, health, sexual life, criminal history)

The frequency of the transfer (eg. whether the data is transferred on a one-off or continuous basis).
Data is transferred within the context of student exchange.

Nature of the processing
The reciprocal sharing of information required for the exchange of students. The home university provides information about the student to the host university. The host university shares the results obtained to the home university.

Purpose(s) of the data transfer and further processing
Student exchange

The period for which the personal data will be retained, or, if that is not possible, the criteria used to determine that period
All personal data will be retained for as long as necessary. This includes retention for legal obligations under the law of the host university. All personal information of the student is deleted when there is no longer need for retention.

If applicable, for transfers to (sub-) processors, also specify subject matter, nature and duration of the processing.

B. COMPETENT SUPERVISORY AUTHORITY
Identify the competent supervisory authority/ies in accordance with Clause 13
Information processed and provided in the Netherlands is under the supervision of the Dutch Data Protection Authority (*Autoriteit Persoonsgegevens*).