



**STUDENT EXCHANGE AGREEMENT  
BETWEEN SAPIENZA UNIVERSITY OF ROME (ITALY)  
AND THE FEDERAL UNIVERSITY OF SÃO CARLOS (BRAZIL)  
FOR A STUDENT EXCHANGE PROGRAMME**

Prof. Antonella Polimeni, Rector of Sapienza University of Rome (Italy), and Prof. Ana Beatriz de Oliveira, Rector of the Federal University of São Carlos (Brazil), agree as follows:

**GENERAL PRINCIPLES**

This Agreement is signed by Sapienza University of Rome (Italy) and the Federal University of São Carlos (Brazil) with the aim of enhancing students' *curricula* through study experiences abroad, and of regulating the procedures of student exchange in accordance with the conditions indicated below.

**PROCEDURES FOR STUDENT EXCHANGE**

- Art. 1:** The above-mentioned universities shall select from their own students those whom they deem suitable to take part in the exchange programme according to pre-determined criteria.
- Art. 2:** The duration of the exchange should not be shorter than three months nor exceed one academic year.  
The duration of the exchange as well as the conditions under which it will be proposed will be agreed upon according to the needs and requests of the parties.
- Art. 3:** Both institutions shall attempt to keep a reasonable balance in the number of student exchanged. With this goal in mind, they establish five (5) to be the maximum number of students who will be allowed to take part in the exchange during each academic year.

**ATTENDANCE OF FOREIGN STUDENTS AT THE HOST UNIVERSITY**

- Art. 4:** At the host institution, students shall be allowed to do the following:
- a) attend classes and take the exams at the time they are prescribed to regular students;
  - b) pursue research activities aimed at the production of a dissertation;
  - c) take part in a traineeship, when this is provided for in the student degree programme.
- Art. 5:** The exchange periods shall be part of the student's home institution degree programme.
- Art. 6:** Activities carried out during the exchange period shall be approved by the competent authorities who will establish in advance which modules belonging to the student's degree programme can be taken abroad, specifying, if possible, the name of the host institution equivalent module.  
The attended courses shall be recorded as part of the student's academic career, according to the current regulations of the home institution.  
At the end of the exchange period, the host institution shall issue a certificate specifying the activities which have been carried out.
- Art. 7:** During the exchange period in the host institution, the student shall comply with its internal regulations.
- Art. 8:** The persons in charge for the implementation of the exchange at Sapienza University of Rome (Italy) will be Prof. Andrea Cappelli (Faculty of Civil and Industrial Engineering) and Prof. Luca Bacchini (Faculty of Arts and Humanities), and at the Federal University of São Carlos (Brazil) will be the International Relations Office.

**TUITION FEES AND ANCILLARY EXPENSES**

- Art. 9:** Tuition fees shall be paid to the home institution, where applicable. Students will benefit from the host institution's services such as libraries, laboratories etc. as regular students.



Students shall be responsible for paying all other expenses including visa, travel and accommodation costs.

### INSURANCES

**Art. 10:** Students from Sapienza University of Rome (Italy) taking part in the activities provided for by this Agreement are covered by their home universities' insurance for accidents and illnesses caused by accidents and civil liability. Students from the Federal University of São Carlos (Brazil) shall purchase health, personal accident, civil liability, and medical and mortal remains repatriation insurances.

Students will be asked to sign their own health insurance before departure.

### TREATMENT OF PERSONAL DATA

**Art. 11:** Exclusively with regard to Sapienza University of Rome (Italy), all personal data will be processed in full compliance with the General Data Protection Regulation UE 679/2016 (GDPR) as well as with the current national legislation.

Exclusively with regard to the Federal University of São Carlos (Brazil), all personal data will be processed in full compliance with the General Personal Data Protection Law n° 13709/2018 (LGPD).

### EXPIRY DATE

**Art. 12:** This Agreement is effective from the date when it is signed by both parties and will remain in force for five (5) years. It may be extended or amended at any time by mutual agreement of the parties, through amendment signed by them, unless either of the parties gives notice of termination at least three (3) months in advance, along with return receipt.

### SOLUTION OF CONTROVERSIES

**Art. 13:** Questions and controversies arising from the interpretation or the execution of this Agreement will be solved by direct entente between the parties. In case it is not possible, they shall jointly indicate a third party, natural person, to act as arbitrator.

Drawn up in Rome (Italy) in two original copies in English language, both having the same legal validity. Two copies in Portuguese language have also been drawn up, in São Carlos (Brazil), and will be signed by both parties.

Rome, 10 / 03 / 2023

São Carlos, 16 / 12 / 2022

For SAPIENZA UNIVERSITY OF ROME

THE RECTOR  
Prof. Antonella Polimeni



For the FEDERAL UNIVERSITY OF SÃO CARLOS

THE RECTOR  
Prof. Ana Beatriz de Oliveira





<b>Name of the University</b>	Sapienza University of Rome
<b>Websites</b>	
General website of the university	<a href="http://www.uniroma1.it">www.uniroma1.it</a> or <a href="https://www.uniroma1.it/en">https://www.uniroma1.it/en</a>
Website for incoming exchange students	<a href="https://www.uniroma1.it/en/pagina/bilateral-agreements-student-mobility-non-eu">https://www.uniroma1.it/en/pagina/bilateral-agreements-student-mobility-non-eu</a>
<b>Academic calendar (lecture periods)</b>	
Start / end dates - winter term	Mid/End September – December (start of academic year: 1 <sup>st</sup> semester)
Examination period(s)	September, January-February, and June-July
Start / end dates - spring term	Beginning March – June (2 <sup>nd</sup> semester)
Start / end dates - summer term	No Summer term
<b>Admission &amp; registration</b>	
Admission deadline for incoming exchange students	October the 15 <sup>th</sup> for the Spring term April the 15 <sup>th</sup> for the Fall term
Webpage: admission procedures	<a href="https://www.uniroma1.it/en/pagina/bilateral-agreements-student-mobility-non-eu">https://www.uniroma1.it/en/pagina/bilateral-agreements-student-mobility-non-eu</a>
<b>Local Contact Persons</b>	
Address	International Office <i>Piazzale Aldo Moro, 5 - CU007 Palazzina Tumminelli</i> 00185 Rome
Contact for incoming exchange students	Graziella Gaglione Martina Vizzani <a href="mailto:intstudex@uniroma1.it">intstudex@uniroma1.it</a> Tel.: +39 - 06 - 4969 0423/0425 Fax: +39 - 06 - 4991 0089
Contact for outgoing exchange students	Graziella Gaglione Martina Vizzani <a href="mailto:noneu-outgoing.ari@uniroma1.it">noneu-outgoing.ari@uniroma1.it</a> Tel.: +39 - 06 - 4969 0423/0425 Fax: +39 - 06 - 4991 0089



<b>Name of the University</b>	Federal University of São Carlos
<b>Websites</b>	
General website of the university	<a href="https://www2.ufscar.br/">https://www2.ufscar.br/</a>
Website for incoming exchange students	<a href="https://www.srinter.ufscar.br/en/academic-mobility/study-at-ufscar-1/bilateral-agreements">https://www.srinter.ufscar.br/en/academic-mobility/study-at-ufscar-1/bilateral-agreements</a>
<b>Academic calendar (lecture periods)</b>	
Start / end dates – fall term	Mid February/Beginning March – Mid July (start of academic year: 1 <sup>st</sup> semester)
Start / end dates – winter term	
Start / end dates - spring term	Beginning August – Mid December (2 <sup>nd</sup> semester)
Start / end dates - summer term	
Examination period(s)	Variable along the respective semester, according to each course program
<b>Admission &amp; registration</b>	
Admission deadline for incoming exchange students	November 10 <sup>th</sup> of the previous year for 1 <sup>st</sup> semester May 20 <sup>st</sup> for 2 <sup>nd</sup> semester
Webpage: admission procedures	<a href="https://www.srinter.ufscar.br/en/academic-mobility/study-at-ufscar-1/bilateral-agreements">https://www.srinter.ufscar.br/en/academic-mobility/study-at-ufscar-1/bilateral-agreements</a>
<b>Local Contact Persons</b>	
Address	International Relations Office 235km Washington Luís Highway 13565-905 São Carlos, State of São Paulo, Brazil
Contact for incoming exchange students	Andréia Businaro Forim <a href="mailto:mobilidade-srinter@ufscar.br">mobilidade-srinter@ufscar.br</a> Tel.: +55 16 3306 6930 Tel.: +55 16 3351 9633 Tel.: +55 16 3351 8402
Contact for outgoing exchange students	Andréia Businaro Forim <a href="mailto:mobilidade-srinter@ufscar.br">mobilidade-srinter@ufscar.br</a> Tel.: +55 16 3306 6930 Tel.: +55 16 3351 9633 Tel.: +55 16 3351 8402