



## PROTOCOL ON STUDENT EXCHANGE

between

**SAINT-PETERSBURG UNIVERSITY, RUSSIAN FEDERATION**

and

**MACQUARIE UNIVERSITY, AUSTRALIA**

Federal State Budgetary Educational Institution of Higher Education «Saint-Petersburg State University» (hereinafter referred to as “**Saint-Petersburg University**”), duly represented by its Vice-Rector for International Affairs Sergey Andryushin, acting on the basis of proxy dated 07.12.2017 № 28-21-410, on the one part, and

Macquarie University (hereinafter referred to as “**Macquarie**”), duly represented by its Pro Vice-Chancellor (International) Nicole Brigg, acting on the bases of the delegation of authority as of December 2017, on the other part,

hereinafter collectively referred to as Parties,

in accordance with the Framework Agreement for Cooperation concluded by the Parties on January 30, 2015 (hereinafter referred to as the “**Agreement**”), agreed to continue their academic cooperation and have prepared to that effect the following Protocol on Student Exchange (hereinafter referred to as the “**Protocol**”).

### § 1

1.1. The Parties will conduct exchange of undergraduate and graduate students for non-degree studies in accordance with the rules and regulations set in this Protocol.

### § 2

The Parties agree to set following terms and conditions for student exchange:

2.1. The total number of exchange students per one academic year from each Party shall not exceed *4 (four)* undergraduate or graduate students (2 places from 4 are reserved for students within the field of philology) for study period of one term or *2 (two)* exchange students (*1 place of 2 is reserved for a student within the field of philology*) for study period of one academic year; In the exceptional cases the exchange period can be prolonged for more than it is stipulated in this Protocol. The Parties strive to distribute the candidates for exchanges evenly throughout the academic year and keep the balance of number of exchange students from each university annually.

2.2. The home university will be responsible for the initial selection of exchange students; however, the host university reserves the right to deny admission to any candidate not meeting its general admission criteria.

2.3. Exchange students will be exempted from paying tuition fees to the host university, but shall pay tuition fees at the home university, if applicable. Exchange students have to pay all other compulsory fees as according to the rules and regulations of the host university. Exchange students shall be informed about all compulsory fees in advance.

2.4. All the expenses related to participation in the exchange in accordance with this Protocol, including visa related expenses, medical insurance expenses, travel expenses as well as accommodation and living costs and any additional expenses connected to the participation in the exchange shall be covered by the exchange student.

2.5. Where possible, the host university will assist the exchange student in arranging accommodation (at Saint-Petersburg University – at the dormitories of Saint-Petersburg University, at Macquarie – at the dormitories of Macquarie). The accommodation fee shall be covered by the exchange student.

2.6. All the exchange students should have a medical insurance valid on the territory of the host country during the whole exchange period.

2.7. Students who participate in the exchange program will be awarded grades and credits in accordance with the academic policies and regulations of the host university. All the exchange students receive a transcript of records at the end of the exchange period. If the transcript cannot be given directly to the student in accordance with the host university rules, it shall be put into the home university's disposal not later than *one month* after the termination of the exchange period.

2.8. Exchange students shall follow the rules of the host university and the law of the host country. Any infringement of the given rules and laws can be subject to pre-term dismissal from the host university.

2.9. All the exchange students will be enrolled on an equivalent base and given the same academic privileges as the other students in the host university. Exchange students are not subject to the same scholarship payments that are available for host university students.

2.10. Where possible, the Parties will assist exchange students in all practical and academic matters, especially concerning obtaining visa, accommodation, and academic integration.

### § 3

3.1. The Parties can, by mutual written consent, introduce changes and additions to this Protocol in order to improve the effectiveness of cooperation. The Parties authorize the following persons to act as contact persons for this protocol:

- for Macquarie University: Mr. Kevin Hwang, Senior Country Manager, International. (via [mi.exchange@mq.edu.au](mailto:mi.exchange@mq.edu.au))
- for Saint-Petersburg State University: Ms. Anna Porodina, the Head of International Academic Cooperation Department.

3.2. Each Party shall not use names and logos of the other Party without its prior written consent.

3.3. This Protocol will come into effect from the date of signing and will remain in force for 5 (five) years, but may be renewed by mutual written consent/unless either party terminates it by giving the other six months prior written notice. In the event of termination any exchanges already underway shall be allowed to be completed.

3.4. Should any dispute, disagreement or claim arise between the Parties in concern of this Protocol, the Parties shall try to settle them by negotiations.

§ 4

The Host Institution will:

4.1 ensure the Personal Information of each exchange student is protected against loss and against unauthorised access, use, modification and disclosure and other misuse.

4.2 not use or disclose the Personal Information of any exchange student other than for the purposes of this agreement without the prior written consent of the relevant exchange student, unless required or authorised by law.

§ 5

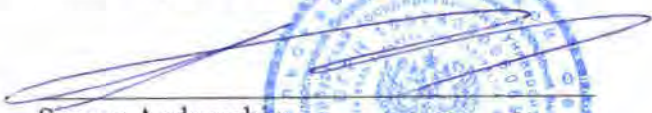
Macquarie will provide Saint-Petersburg State University with accurate information and material (including electronic information and material) about studying at Macquarie (Macquarie Information)\*. Saint-Petersburg State University agrees to:

5.1 ensure that each prospective Exchange Student is provided with this Macquarie Information.

5.2 identify Macquarie as the provider of the Student Exchange Program in Australia and include Macquarie's CRICOS Provider Code 00002J in all written material, including material in electronic form, concerning the Student Exchange Program. Such material will generally be provided by Macquarie and must not be modified without prior written approval of Macquarie.

This Protocol is prepared in two original copies in English; one for each Party.

For Federal State Budgetary Educational Institution of Higher Education «Saint-Petersburg State University»

  
Sergey Andryushin

Vice-Rector for International Affairs

Date: 26.10.18

For Macquarie University

  
Nicole Brigg DAVID HARRISON

ACTING Pro Vice-Chancellor (International)

Date: 19/10/18

\* Australian law requires providers of education and training courses to overseas students to comply with the Education Services for Overseas Students Act 2000 (ESOS Act) and the National Code made under the ESOS Act.