

Memorandum of Understanding
between
Saint-Petersburg State University
and
the Friedrich-Schiller-Universität Jena

In order to implement **the programme** of student exchange, Saint-Petersburg State University and the Friedrich-Schiller-Universität Jena hereby agree that:

1. The exchange program shall be administered through **the School of International Relations** at Saint-Petersburg State University and the Department of Political Science at the Friedrich-Schiller-Universität Jena.
2. Each university may send up to two graduate or undergraduate students each year. This number may vary according to demand, provided the exchange is based on reciprocity, i.e. an equal number of students from each university participate during the term stipulated by the agreement.
3. The duration of the stay at the host university is laid down at one academic year.
4. The designated students must have completed at least four semesters (two academic years) of study at the home institution before beginning the exchange period and have demonstrated superior academic achievement and fluency in English. Students will have the status of a "non-degree student".
5. Both partners will forward a list of the students nominated for the exchange program including the documents required by the host university each year by (*date five month prior to the beginning of the autumn/spring term*).
6. Each host university will ensure that the students receive the documents necessary for visa purposes. It is the responsibility of the individual student to apply for a visa in time.
7. Students may enroll at both universities – subject to the usual university regulations and policies – in all courses offered **by the School of International Relations**.
8. Each host institution will free the exchange students from the payment of tuition and any other fees. Exchange students shall provide individually for their living expenses, transportation, passports, visas, **insurance costs**, books and other personal expenses.

9. Both universities will assist exchange students in all practical and academic matters, especially concerning accommodation and academic integration.

10. This exchange agreement will remain in effect for an initial period of three years. Thereafter it shall automatically be renewed annually. After the initial period, either university may terminate the agreement by giving written notice six month prior to the beginning of an academic year

Friedrich-Schiller-Universität Jena

Saint-Petersburg State University

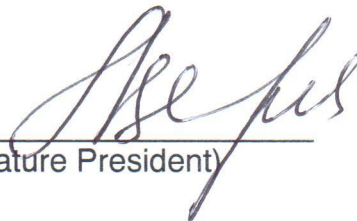
22. 4. 2004

(date and place)


(date and place)



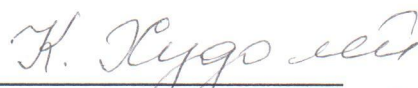
(Signature Rektor)



(Signature President)



(Signature Head of Department)



(Signature Head of Department)

