

**MEMORANDUM OF AGREEMENT
SUPPLEMENT ONE**

AMERICAN UNIVERSITY
School of International Service
4400 Massachusetts Avenue, N.W.
Washington, D.C. 20016
United States of America

and

SAINT-PETERSBURG UNIVERSITY
7-9 Universitetskaya nab.
St. Petersburg, 199034
Russian Federation

American University (hereinafter, AU) through its School of International Service (hereinafter, SIS) and Federal State Budgetary Educational Institution of Higher Professional Education "Saint-Petersburg State University" (hereinafter, SPSU), hereby agree to establish a framework of cooperation which will establish a graduate semester abroad program in the field of international relations and to support the activities of the partnership in accord with the terms of this Agreement. Therefore, on April 5, 2011, they enter into this Supplementary Agreement, whereby they agree to the following terms and conditions:

Section 1: PERIOD OF AGREEMENT. This agreement is Supplement One to the Memorandum of Understanding between the above institutions, dated January 20, 2011. The agreement is effective for a period of five (5) years and can be renewed every five (5) years upon the mutual, written consent of both parties.

Section 2: AMENDMENTS. This Agreement may be amended by the written consent of the signatories or their duly authorized representatives.

Section 4: STUDENT STATUS. Program students will attend the host institution on a full-time basis as visiting, non-degree seeking students. They will be considered study abroad students by the home institution.

Section 3: ADMISSION AND ENROLLMENT OF STUDENTS. AU and SPSU agree to exchange an equal number of graduate students over a three-year period, not to exceed five students per academic year. If the exchange balance becomes unbalanced in any given year, AU will agree to accept fee-paying students from SPSU; SPSU will try to balance the exchange in the next year but will not accept fee-paying students from AU. Once students are admitted to the program, they become "Program students." Details pertaining to the exchange are as follows:

1. Program students will be admitted to the host institution according to the guidelines set forth by that institution. Once admitted, Program students may be enrolled at the host institution on a full-time basis for one-half of an academic year equaling one semester.

2. AU students will be authorized to attend classes through SPSU's School of International Relations. Courses will be taught in a language provided by the program. Students will be enrolled in full-time status at SPSU.
3. SPSU students are required to demonstrate a **minimum** score of 600 on the written TOEFL, 100 on the iBT TOEFL exam, or the equivalent. Additional language instruction is not covered under the provisions of this agreement. Students will be authorized to attend classes through AU's School of International Service. Students will be enrolled in full-time status for nine AU credits per semester. Any additional credits will be paid for by the students and are not covered under the terms of this agreement.
4. Students will be awarded grades and credits in accordance with the academic policies and regulations of the host university.

Section 4: TRANSFER CREDIT. Course credits earned by Program students at the host institution will be transferable to the home institution in accordance with the academic policies and regulations of the home institution. Before each academic term, the home institution will examine students' proposed courses of study in order to agree on such transferability. If requested by the home institution, the host institution will provide supporting documents, including course descriptions, curriculum vitae of relevant faculty, and available course syllabi to assist the home institution in evaluating credit transfer. The host institution also will provide student academic records and grades as soon as possible, but no later than six (6) weeks after the conclusion of the academic term.

Section 5: INFORMATION AND ORIENTATION. At least two months prior to each academic term, host institutions will provide program participants with detailed curricular and extra-curricular information relevant to their attending the institution, including, if necessary, procedures required to obtain immigration documents. Upon arrival at the host institution, program participants will receive an on-site orientation covering the full range of academic and non-academic services and facilities. Program students will have the same access to all university services and facilities as other students, including, but not limited to, the library, technology, recreation, cultural activities, and travel opportunities.

Section 6: STUDENT HOUSING. AU and SPSU will make every reasonable effort to secure approved accommodations for the program students in the host university dormitory or other host university approved facility. Housing on campus is not guaranteed. Graduate housing is typically not available on AU's campus. The cost of such accommodation shall be the sole responsibility of the program students.

Section 7: HEALTH AND INSURANCE. AU and SPSU will assist program students requiring medical assistance in finding appropriate facilities. Program students are required to demonstrate full medical coverage in the host country. AU students must carry the AU-required health insurance plus the AU supplemental travelers' health insurance and the SPSU-required health insurance. SPSU students must carry the AU-required health insurance. The cost of such insurance coverage shall be the sole responsibility of the program students.

Section 8: INSTITUTION PAYMENTS. Under the terms of the normal exchange, neither AU nor SPSU shall be responsible for paying any student fees, including tuition, to the host institution.

Section 9: STUDENT PAYMENTS. Under the terms of the normal exchange, Program students will pay tuition to their home institution and some fees to the host institution. If a Program student attends either host institution outside of the exchange balance, the program student retains responsibility for these fees plus tuition, either with or without the financial sponsorship of his/her home university. Each institution will notify the other of academic year tuition and fees in the late spring prior to the forthcoming academic year. Program students are responsible for travel, room, board, additional language training coursework, required health insurance, and other incidental expenses consistent with the practices and regulations of the host institution.

Section 10: STUDENT CONDUCT. Program students will be subject both to SPSU student conduct policies, rules and standards and to AU's Student Conduct Code and Academic Integrity Code.

Section 11. LIABILITY. Neither AU nor SPSU will be liable for damages caused by program students to their own or other persons and property, including damage due to abuse of alcoholic beverages, medicines, or illegal drugs. Program students will be individually liable for the economic and legal consequences of their personal actions and will be subject to the laws of the host country. Neither institution will be liable for any failure or delay in performing the obligations of this agreement caused by acts of God terrorism, flood, fire, war, public enemy, or other similar catastrophes. Each institution will protect and hold harmless the other from any loss, claim, or damage resulting from wrongful acts or omissions. Neither AU nor SPSU shall use the names and logos of the other Party without its prior consent if it is not directly related to the performance of obligations under this Agreement, except as provided by law.

Section 12: OFFICIAL NOTICE. AU names the position of Dean, School of International Service as its contact, and SPSU names the position of Head of academic mobility department of Academic Office as its contact. AU and SPSU will exchange complete information regarding the program students prior to matriculation and as needed throughout the duration of the students' participation. Official notices and correspondence will be sent to:

AU:

Louis Goodman
Dean
American University
4400 Massachusetts Ave. NW
Washington, DC 20016
USA
Tel: +1.202.885.1603
E-mail: Goodman@american.edu

SPSU:

Maria Nechaeva
Head of Academic Mobility Department
St. Petersburg University
Universitetskaya nab. 7-9
St. Petersburg, 199034
Russian Federation
Tel: +7 812 328-7562
E-mail: nechaeva@ir.pu.ru

Section 13: DISPUTE RESOLUTION. Both institutions agree that it is in their best interest to resolve their differences or disputes amicably. Accordingly, each agrees to contact the other's designated representative to discuss and work toward the resolution of any disputes that may arise during the term of this Agreement. Should any dispute, disagreement or claim arises between the Parties (called hereinafter "the dispute") connected with or concerning the Agreement, the Parties shall first try to resolve the dispute by negotiations. If the dispute has not been resolved by such negotiations within

thirty (30) days since the dispute arose, the Parties shall be free to submit the dispute to a court of competent jurisdiction. Notwithstanding, the institutions agree that each shall indemnify, defend and hold harmless the other party for any loss, claim, damage, or demand, whether real or personal property damage resulting from their negligence or the negligence of their officers, directors, agents, employees or subcontractors. No consequential, liquidated or special damage may be claimed against the other institution. Each institution hereby certifies that it has sufficient insurance or collateral to support this indemnification obligation.

This agreement is Supplement One to the Memorandum of Agreement dated January 20, 2011 between the institutions. This agreement is executed in Russian and English languages only. In the event of divergence, the English text shall prevail.

Now intending to be legally bound, AU and SPSU have caused their duly authorized representatives to execute this Memorandum of Agreement Supplement One on the date first written below.

For the American University

For Federal State Budgetary Educational
Institution of Higher Professional Education
"Saint-Petersburg State University"



Scott A. Bass
Provost



Igor A. Golitskiy
Senior Vice Rector for Academic Affairs and
Research
Date: 24.06.2011

Date: 4/12/11

Управление			
Международных связей СПбГУ			
08/2-04	- 039	- 017	- 002
Дата <u>29.06.2011</u> Регистратор 			