

# PROTOCOL ON ACADEMIC AND RESEARCH STAFF EXCHANGE

between  
THE UNIVERSITY of LATVIA  
and  
SAINT-PETERSBURG UNIVERSITY

for the period from 2012 till 2017

**Federal State Budgetary Educational Institution of Higher Professional Education "Saint-Petersburg State University"**, Russian Federation, hereinafter referred to as the "SPbU", represented by its Senior Vice-Rector for Academic Affairs and Research Prof. Igor Gorlinsky, acting under the proxy # 28-21-67 issued 06/06/2011,  
and

**the University of Latvia**, Latvia, hereinafter referred to as the "UL", represented by its Vice-Rector Prof. Andris Kangro acting within the Satversme (Constitution) of the University of Latvia

hereinafter referred to together as the "Parties" and solely to as the "Party",

in accordance with the Agreement for Cooperation concluded by the Parties on February 23, 1999 (hereinafter referred to as the "Agreement"),

**hereby agree upon following:**

## § 1

- 1.1. The Parties will continue and develop scientific, academic and other forms of cooperation in the areas of their mutual interest, also involving other interested institutions, organizations and associations.
- 1.2. The Parties will promote conducting joint scientific and academic activities, publication of papers, journals, textbooks and tutorials, organization of seminars, conferences, and other joint projects.
- 1.3. With the objects indicated in cl. 1.1. and 1.2. of the Protocol the Parties will promote the exchange of academic and research staff during the validity of the present Protocol and in accordance with the terms and conditions set by the present Protocol.

## § 2

- 2.1. The Parties agree that the total annual duration of exchange in the frameworks of the present Protocol should not exceed 60 days at each university.
- 2.2. The exchange participants shall be provided by the host university (if the necessary funds are available):

- 2.2.1. in SPbU – free of charge accommodation at the dormitories of SPbU and a daily allowance in accordance with the norms set in SPbU;
- 2.2.2. in the UL – free of charge accommodation at the dormitories of the UL and a daily allowance in accordance with the norms set in UL.
- 2.3. The host university assists the exchange participants in arranging accommodation during the exchange period. All visa related expenses (besides those indicated in cl.3.3.3 of the present Protocol), medical insurance expenses, travel expenses and any additional expenses related to the participation in the exchange shall be covered either by the exchange participant or by the home university or by a third party.
- 2.4. The Parties undertake not to impose any charges (admissions and taxes) to the exchange participants in connection to their participation to the exchange, with the exception of those relating to optional activities offered as well as charges indicated in cl. 2.3.
- 2.5. All the exchange participants should have a medical insurance valid on the territory of the host country during the whole exchange period.
- 2.6. Possibility and terms of acceptance of academic and research staff over the total annual duration of exchange stated in cl. 2.1 will be agreed separately in each case.

### § 3

- 3.1. In order to administrate the joint activities within the frameworks of the present Protocol each Party (within 1 month after the date of signing of the present Protocol) shall appoint a coordinator responsible for the concurrence of exchange conditions and documental support of the exchange participants.
- 3.2. The Parties shall promptly notify (within 10 working days) each other about the appointment or change of the coordinator, as well as about change his/her contact information.
- 3.3. The Parties agree to set the following procedure for concurrence the applications for exchange under the conditions of the present Protocol:
  - 3.3.1. Each application shall be issued according to the rules of the host university and forwarded by the coordinator of the home university to the coordinator of the host university at least 2 months prior to the visit.
  - 3.3.2. The final decision on the admission possibility and terms of each exchange participant (including the duration, financial and organizational support as well as the final program of visit) shall be made by the host university. The host university shall notify the coordinator of the home university about its decision at least 40 days prior to the visit.
  - 3.3.3. In case of consent of the conditions of the exchange, the host university, on its own account, will send a formal invitation for the exchange participant (containing a full description of the admission terms) to the coordinator of the home university.
- 3.4. The procedure referred in cl. 3.3 can be changed only by mutual written consent of the

Parties.

§ 4

- 4.1. Cooperation of the Parties within the framework of the present Protocol shall be carried out in accordance with the Agreement, as well as procedures, policies and practices of each Party and in accordance with the law of the Russian Federation and the law of the Republic of Latvia.
- 4.2. Shall any dispute or disagreement arise between the Parties connected with or concerning the Protocol, the Parties shall first try to resolve the dispute by negotiations. If the dispute is not resolved by such negotiations within 30 days since the dispute arose, the Parties shall be free to submit the dispute to a court of the respondent's place of business. The applicable law is the law of the country where the questionable commitment arose.
- 4.3. Each Party shall not use names and logos of the other Party without its prior consent, if not related directly to the performance of obligations under the present Protocol, except as provided by law.

§ 5

- 5.1. The present Protocol shall enter into force upon its signature and shall be valid during the period from 2012 till 2017.
- 5.2. This Protocol may be terminated by either Party at any time provided that the terminating Party gives written notice at least 6 months prior to termination of the Protocol. The Protocol ceases to be in force after the termination, whereas the Parties agree to complete the initialized activities.
- 5.3. Any changes or amendments to the Protocol shall be done in writing and signed by the authorized representatives of the Parties.

§ 6

- 6.1. The Protocol is signed in two copies in English – one copy for each Party.

  
**On behalf of  
Saint-Petersburg University:**  

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**Senior Vice-Rector for Academic  
Affairs and Research  
Prof. Igor Gorlinsky**  
**Date:** 21.11.2011

**On behalf of  
the University of Latvia:**  
  

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**Vice-Rector  
Prof. Andris Kangro**  
**Date:** 04.01.2012

Управление  
Международных связей СПбГУ  
08/2-04 - -19- -012 - 006  
Дата 23.12.2012 Регистратор 