

AGREEMENT FOR EXCHANGE OF UNDERGRADUATE STUDENTS

Between

- (1) Federal State Budgetary Educational Institution of Higher Professional Education 'Saint-Petersburg State University' (hereinafter referred to as SPbU or Saint-Petersburg University), duly represented by Senior Vice-Rector for Academic Affairs and Research Prof. Igor Gorlinsky, acting on the basis of Proxy dated 26.12.2012 № 28-21-149 (administrative offices are located at Universitetskaya nab. 7/9, 199034 Saint-Petersburg, Russia); and
- (2) The University of Warwick (hereinafter referred to as UW) whose administrative offices are located at University House, Kirby Corner Road, Coventry CV4 8UW, England.

OBJECTIVES

The exchange of students as contemplated in this Agreement is intended to provide opportunities for students from the participating institutions to study abroad and return to their home institution to complete their studies and obtain a degree. This international exposure is expected to enhance the educational experience for such students and provide advantages in their future career development.

This Agreement sets out the basis for an exchange of students between Warwick Business School, University of Warwick and Saint-Petersburg University in the field of management.

TERMS OF THE AGREEMENT

Duration of Study

- The participating students on an exchange programme will usually register at the host institution for one term or full academic year. Participating students visiting for part-year exchange options will be accounted for as autumn or spring term equivalent to 50% of a full-year exchange for purposes of establishing equivalence.
- Participating students on an exchange programme will not be entitled, by virtue of an exchange, to obtain a degree at the host institution.

Number of Participants

- It is expected that in any given year there will be an equal number of students exchanged between each institution; initially this will be **two (2)** full academic year student or the equivalent from SPbU and **two (2)** full academic year student or the equivalent from UW. While equal numbers every year may not be possible, the institutions we seek to ensure that an equivalence of equal numbers of participating students will be achieved within three (3) years from the commencement date.

Qualifications

- Eligible students are required to be undergraduate students who are enrolled with their home institution and have completed one full-year of studies at the home institution.
- Eligible students will be selected and nominated in writing by their respective home institution. Student selected by the home institution must also be approved by the host institution in order to be eligible participate in the exchange programme and study with the respective host institution.
- Study at UW will be conducted in English and at SPbU with the remit of the Student Exchange Programme (SEP) <http://ifea.spbu.ru/en/sep>. Candidates selected for exchange will be required to satisfy the entry requirement of the host institution in relation to language proficiency and the academic requirements normally imposed by the host institution on their own students.
- In order to be nominated as being eligible to be selected for a place on the exchange programme, candidates will be expected to achieve a GPA of at least 3.0 in the case of SPbU, and Upper Second Class Honours in the case of UW students.

Student Finances

- Participants in the exchange programme will pay all customary tuition and registration fees to their home institution for the exchange period. The host institution will provide a tuition fee and application fee waiver to each visiting exchange student.
- Exchange students will be fully responsible for all of their own living expenses including (without limitation) travel, accommodation, meals, healthcare and medicine, books and supplies during the exchange period.
- Participating exchange students are required to carry adequate health insurance and to provide proof of that fact to the host institution. It will be the responsibility of each exchange student to arrange this insurance.

Students studying in the UK for less than six (6) months as a student or a visitor are not usually entitled to free NHS treatment. The University Health Centre will assist in an emergency, as will some other GPs or hospitals, but exchange students from SPbU will have to pay for further services as a private patient. Warwick recommends that SPbU advises its prospective exchange students to take out medical insurance or ensure that they have medical cover for the exchange period as part of a travel insurance package.

UW students studying at SPbU will be eligible to register for the UW's student travel insurance. A copy of the policy will be provided on request.

- Exchange students will be responsible for their own housing arrangements. Where possible, the host institution will provide assistance to the exchange students in securing appropriate accommodation.

Programme of Studies

- Exchange students will be required to take modules within the scope of this Agreement, they may also be able to choose other courses/modules as appropriate to their academic needs, always provided that they satisfy the individual prerequisites as well as any and all other regulations as may be pertinent and subject to availability and acceptance by the additional department at the host institution.
- At the end of an exchange period, respective host institutions will send a report/official transcript of the exchange student's academic achievement to the home institution.
- Exchange students will receive transfer credit at their home institution for their studies at the host institution in accordance with the policy on credit transfer at the home institution.

Visas

- Although each exchange student will be responsible for obtaining a visa and related travel documents, the host institution will assist in providing the documentation necessary to satisfy visa requirements and other formalities. Please visit the following links for the current visa advice:
<http://www2.warwick.ac.uk/services/international/immigration/>
<http://www.als.hku.hk/admission/exchange/useful-links>

Equality and Diversity

- The universities, recognising the value of sustaining and advancing a safe and welcoming learning environment, strives to treat both employees and students with respect and dignity, treat them fairly with regards to all assessments, choices and procedures, and to give them encouragement to reach their full potential. Therefore the parties strive to treat all its members, and visitors, fairly and aim to eliminate unjustifiable discrimination on the grounds of gender, race, nationality, ethnic or national origin, political beliefs, religious beliefs or practices, disability, marital status, family circumstances, sexual orientation, spent criminal convictions, age or any other inappropriate ground.

Governance

Exchange students will be admitted as students of the host institution and will be entitled to access all facilities and services available to students studying at the host institution. All students so admitted will be required to abide by the Charter, Statutes, Ordinances and Regulations of the host institution.

Revision and/or Termination

- This Agreement shall take effect on 1 January 2014 ('commencement date') and shall remain in force for a period of three (3) years. It may be renewed for a further term of three (3) years upon the written agreement of both parties.
- This Agreement may only be revised or amended with the written approval of an authorised signatory of each party.
- Either party may terminate this Agreement by giving the other party not less than six (6) months' written notice. In the event of such termination, all the exchange students at the date of termination then participating on the exchange programme and/or selected and accepted by the host institution shall, notwithstanding such termination, be permitted to complete their studies at the host institution in accordance with the terms of this Agreement.
- Each university shall not use names and logos of the other university without its prior written consent, if not related directly to the performance of obligations under the present Agreement, except as provided by law.
- This Agreement is prepared in two original copies in English; one for each university.


IN WITNESS WHEREOF, the duly authorised representative of the parties have signed on the date and in the location referred to below

Saint-Petersburg University




Prof Igor Gorlinsky
Senior Vice-Rector for
Academic Affairs and Research
Date: 02/19/2013

University of Warwick



Professor Nigel Thrift
Vice Chancellor and President

Date: 16/01/2014

Управление
Международных связей СПбГУ
08/2-04 - 040 - 014 - 001
Дата 16.01.2014 Регистратор 