

ADDENDUM ON STUDENT EXCHANGE

between

Art History at LLE, Faculty of Humanities, University of Bergen

and

Saint-Petersburg University

Federal State Budgetary Educational Institution of Higher Professional Education «Saint-Petersburg State University» (hereinafter referred to as 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, on the one part,

and

University of Bergen (hereinafter referred to as University of Bergen), duly represented by Prof. Johan Myking, Head of Department of Linguistic, Literary and Aesthetic Studies, on the other part,

hereinafter collectively referred to as Universities,

in accordance with the general Memorandum of Understanding signed on 11.11.2004, agreed to continue their academic cooperation and have prepared to that effect the following Addendum on student exchange (hereinafter referred to as the Addendum).

A. Purpose of the Addendum

The purpose of this Addendum is to establish a programme of exchange for bachelor, master and PhD-students of Art History, within the framework of the project *CPRU-2011/10073 University of Bergen – St. Petersburg University cooperation programme*.

Bachelor and master students of Art History from the University of Bergen may follow courses in Art History at Saint-Petersburg University. During the spring of 2014 and 2015 the students from the University of Bergen may follow courses of Art History taught in English and offered specifically for the Norwegian students. The course can be recognized as master courses in the master programme of Art History at the University of Bergen. Bachelor students can also be accepted for the courses.

Saint-Petersburg University students may follow courses offered in English at the Faculty of Humanities at the University of Bergen either spring or fall semester.

PhD-students from Saint-Petersburg University may visit the Department of Linguistic, Literary and Aesthetic Studies for a period of maximum three months at a time. Likewise, PhD-students from the University of Bergen may visit Saint-Petersburg University for a period of maximum three months.

Students from University of Bergen can participate in summer excursions at Saint-Petersburg University, together with Russian students. For the summer excursions of

2013, ten Norwegian students are accepted. The number of participants at the summer excursions will be defined on a year to year basis by Saint-Petersburg University.

B. Definitions

In this Addendum, unless the context will otherwise imply, “exchange” shall mean an exchange of students between the universities, regardless of whether this is a reciprocal or mainly one-way exchange. “Exchange students” shall mean students participating in the exchange implemented herein, whether these are fee-paying students or not.

“Home institution” shall mean the university at which the student intends to graduate, and “host institution” shall mean the university that has agreed to receive the exchange students from the home institution.

C. Duration of Programme

Within *the University of Bergen – St. Petersburg University cooperation programme* exchange of students will take place on different levels. Bachelor and Master students will normally exchange on a semester basis. PhD scholars will normally exchange as guest scholars, visiting for a period of two weeks to three months’ time. The CPRU-cooperation programme will last until the end of 2015 and exchange can take place up until the summer of 2015.

Courses in Art History taught in English are given at Saint-Petersburg University during the spring semesters of 2014 and 2015. Semester dates for the spring semester in Saint-Petersburg University are from 10.02.2014 until 30.06.2014 and from 09.02.2015 until 30.06.2015.

Students from Saint-Petersburg University may exchange to the University of Bergen during the spring or fall semester.

PhD-students may exchange both spring and fall semesters.

D. Number of Participants

All qualified and approved students from University of Bergen may participate in the courses in English at Saint-Petersburg University.

All qualified and approved students from Saint-Petersburg University may exchange to the University of Bergen. There will be a limited number of scholarships in the programme, but self-financing students may also be admitted.

E. Selection and Admission of Participants

1. Students will be selected by their home university on the academic merit and suitability for study at the host university. The names and details of the students shall be submitted to the host university beforehand for approval. The host university reserves the right to reject candidates, in which case additional candidates may be proposed.
2. The students will fill out the forms required by the university and will submit this within the advertised application dead-line. The universities will provide information concerning the application deadline by the end of the preceding semester, at the latest.

3. The host university will provide the student with a letter of acceptance stating the period of enrolment and, if relevant, the tuition and fees that the student is required to pay.
4. Exchange students shall be enrolled as non-degree students at the host university with credit to be transferred back to the home university. The duration of the students' stay shall not exceed one academic year and not be less than 4 weeks. Official academic transcripts will be provided by the host university at the end of the stay forwarded directly to the students' home institution.

F. Outline of the Programme

Students participating in a full semester exchange will take courses equivalent to 30 ECTS.

G. Language of Instruction

The language of instruction will normally be English. Russian speaking Norwegian students may also follow courses taught in Russian.

H. Cost: Tuition and Other Fees

1. Exchange students will be exempted from paying tuition fees to the host university, but shall pay tuition fees at the home university, if applicable.
2. Changes in tuition and other fees should be reported at the time of the application deadline, at the latest.
3. Round-trip international travel, all board and room costs, field trips and special course costs, and all personal costs (books, travel, clothing, etc.) in the host (receiving) country will be the personal responsibility of each student;
4. Students must purchase the appropriate medical/health insurance required by the host institution. Any medical/health costs that are not covered by the students' medical insurance must be paid for by the students themselves.

I. Responsibilities of Universities and Students

1. Responsibilities of the host university:
 - Provide the partner university with the updated information concerning application procedures, deadlines, semester dates and tuition costs;
 - Accept the prescribed number of exchange students and enrol them as full-time, non-degree students for the agreed period of time;
 - Issue a Letter of Acceptance stating the period of study and the tuition costs;
 - Provide the necessary documents to enable the exchange student to obtain a student visa;
 - Campus facilities and the appropriate student support including orientation and social programmes will be available to the exchange students under the same conditions, and where applicable, at the same incidental fees as the local students;
 - Assist in finding housing;
 - At the end of the semester, the host university will send an official academic transcript for each exchange student directly to the home university;
2. Responsibilities of the home university:

- Provide the students with the updated information concerning the academic programme, application procedures, deadlines, semester dates and tuition costs at the partner university;
- Provide assistance to the students in the application process;
- Give the students academic guidance and issue an academic pre-approval for students that will have the programme acknowledged as part of their degree at the home university;

3. Student responsibilities:

- Exchange students will be exempted from paying tuition fees to the host university, but shall pay tuition fees at the home university, if applicable;
- Enrol and pay required fees at the host university, while still maintaining the required registration at their home university. Tuition fees shall be paid to either home or host university, as agreed upon by the universities;
- Transportation to and from host university;
- Room and board expenses;
- Medical Insurance including any mandatory requirements from the host university unless paid for by their home country;
- Student Union fees, if applicable;
- Textbooks, clothing and personal expenses;
- Passport and visa costs;
- All other debts and incidental expenses incurred during the course of the exchange period.

J. Housing

Whenever possible each of the universities will endeavour to place students in on campus housing facilities. However, when this is not possible, the appropriate office will provide the exchange students with alternative possibilities, and assist the students as may be necessary and possible. Students are themselves responsible for board, lodging and personal expenditure.

K. Coordination of the Programme

Each university shall designate an individual who will serve as the liaison officer for this agreement. The liaison officer will be responsible for coordinating the specific aspects of the program as well as advising and assisting students. The designated liaison officers for this exchange agreement are:

For Saint-Petersburg University	For University of Bergen
Gloriya Serdyukova Exchange Coordinator Mendeleevskaya linya 5 199034 Saint Petersburg Tel/fax: (812) 323 36 82 gloriya.serdyukova@gmail.com	Lise Kristiansen Student Advisor Post box 7805, 5020 Bergen telephone: +47 5558 2436 Fax: +47 5558 9690 E-mail: studieveileder@lle.uib.no

L. Duration and Amendment of Agreement

This Addendum shall become effective on the date of signing for five years and may be automatically renewed for successive five-year periods unless either university gives the other written notice of its desire to terminate or to revise it.

Either party may terminate this Addendum by giving written notice to the other. Such termination will be effective 6 months from the date of written notice. In such an event, both universities agree to honour the terms of the Addendum for any students who may have been admitted to, or are enrolled in, an exchange programme.

The terms of this Addendum may be modified, amended or renewed by the written consent of both universities or by their legitimate successors.

The undersigned agree to this Addendum on behalf of their respective university:

On behalf of
Federal State Budgetary Educational
Institution of Higher Professional
Education «Saint-Petersburg State
University»

On behalf of the
University of Bergen

Prof. Igor Gorlinsky
Senior Vice-Rector for Academic
Affairs and Research

Prof. Johan Myking
Head of Department of Linguistic,
Literary and Aesthetic Studies

Date

25.10.2013



Date

1.11.13

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Управление
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08/2-04 - 036 - 013 - 001

Дата 19.12.2013 Регистратор 