



APPENDIX

To the Framework Agreement of International Academic Cooperation

signed

by

The Université de Caen Normandie - France

and

Saint-Petersburg State University - Russia

In order to reinforce relations of cooperation between the two institutions, we decide to establish, by means of this document, the following program of student exchange based on the principles of reciprocity and mutual benefit:

Article 1: Field, level of study and number of students

For the duration of this framework agreement each institution can send every year **two (2)** students to do a study period at the partner institution.

The goal is to reach a balance in the number of students participating in the exchange on both sides over a period of two years.

This program is open to the following students:

- At the UNICAEN, to the students in Foreign Literature, Language, and Civilisation - Faculty of Foreign Languages in third year of Licence Degree
- At the SPbU, to the students enrolled for educational programmes in the fields of Philology and Linguistics

Article 2: Duration of the exchanges

The selected students will spend a semester or an academic year at the partner institution.

Article 3: Means of selection of the students

The exchange applicants must be selected by the institutions from which they originate, according to their usual selection methods and criteria, within the requirements mentioned in this appendix.

Article 4: Language of instruction

Mastery of the language of instruction used in the curriculum followed by the student in the host university is a prerequisite for participating in the exchange. Each university will take the necessary measures to ensure that the applicants master the language of instruction of the host university.

- At UNICAEN a **TCF B2 level of French** (or DELF, DALF) is required to take classes in the departments (U.F.R.). However no specific level of French is required to participate in an exchange at the Language Training Department (D.F.L.) or in programmes taught in English
- At the SPbU **B2 level of Russian or English** language proficiency is required.

Article 5: Registration

Within the framework of this agreement, the host university does not collect registration fees from the visiting exchange students, including from students who, in Caen, would be enrolled in the Language Training Department (D.F.L.).

Article 6: Insurance and other additional expenses

Each party will be responsible for ensuring that the status of the students it sends to study in the partner institution is in accordance with the laws of the host country: health and welfare insurance, personal insurance, repatriation, etc. Students will be financially responsible for these expenses.

Non-European citizens selected to study at UNICAEN will be required, like all students, to take out French medical insurance.

The students selected to the SPbU will be required to subscribe a liability insurance with a repatriation clause.

Transportation costs will be paid by the students.

Article 7: Lodging and food

UNICAEN will provide each student with: lodging in University housing for the duration of their study period. However, the cost of meals will not be borne by UNICAEN. They will be borne by the students.

The SPbU will provide each student with: lodging in University housing for the duration of their study period. However, the cost of meals will not be borne by the SPbU. They will be borne by the students.

Article 8: Organization and educational content

No degree is delivered by the host institution to the exchange students within the framework of this agreement. As exchange students, they attend classes in the host institution on the basis of an educational contract agreed upon and signed by the host institution, the home institution and the student.

The home institutions determine for their students the classes they are required to attend as well as the number of hours.

Article 9: Transcripts

At the end of the period, each institution must provide the partner university with a detailed transcript of the classes attended and the grades obtained by the exchange students.

Article 10: Rights and obligations

During the exchange, the exchange students have the same rights and obligations as the students of the host University.

Article 11: Extension of stay

The two institutions agree that, for the duration of the agreement, the exchange students will not be allowed to extend their stay at the host university without official authorization of the home university and consent of the host university.

Article 12: Visa requirements

The exchange students will be responsible for applying for a student visa for the host country. They will have to provide proof that they have sufficient funds to sustain them for the duration of their stay.

Article 13: Program management

Thierry Ruchot is the program director for the Université de Caen Normandie.

Veronica Koytova is appointed program coordinator for Saint-Petersburg State University. These persons coordinate and organize the exchanges described in the present document.

Article 14: Validity

The period of validity, conditions of termination or of change of terms of the partnership, and settling of legal problems are the same as in the framework agreement.

Article 15: Signatures

This appendix is written in French and English. The two versions are considered authentic. They are identical in spirit and interpretation.

The signing of this appendix does not imply any financial commitment of the two parties.

Issued in three original copies,

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| <p>In Caen, the 17 JAN. 2017</p> <p>For Université de Caen Normandie</p> <p>Le Président de l'Université de Caen Normandie</p>  <p>Pierre DENISE President</p> | <p>In Saint-Petersburg, the</p> <p>For the Saint-Petersburg State University</p>  <p>Sergey Andryushin Deputy Rector for International Affairs</p> |
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