

**PROTOCOL ON STUDENT EXCHANGE**  
**between**  
**SAINT-PETERSBURG UNIVERSITY, RUSSIAN FEDERATION**  
**and**  
**UTAH STATE UNIVERSITY, LOGAN, UTAH, USA**

Federal State Budgetary Educational Institution of Higher Education «Saint-Petersburg State University» (hereinafter referred to as “Saint-Petersburg University”), duly represented by Deputy Rector for International Affairs Sergey Andryushin, acting on the basis of proxy dated 30.12.2016 № 28-21-486, on the one part,

and

Utah State University (hereinafter referred to as “Utah State University (USU)”), duly represented President Noelle Cockett, on the other part,

hereinafter collectively referred to as Parties,

in accordance with the Framework Agreement for Cooperation concluded by the Parties (hereinafter referred to as the “Agreement”), agreed to continue their academic cooperation and have prepared to that effect the following Protocol on Student Exchange (hereinafter referred to as the “Protocol”).

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1.1. The Parties will conduct exchange of undergraduate and graduate students for non-degree studies (*in the fields of Philology*) in accordance with the rules and regulations set in this Protocol.

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The Parties agree to set following terms and conditions for student exchange:

2.1. The exchange program shall be administered through the Office of Global Engagement at Utah State University and the International Academic Cooperation Department at Saint-Petersburg University.

2.2. The total number of exchange students from each Party shall not exceed **2 (two)** undergraduate or graduate students for one term or **1 (one)** for one academic year. However, this number may vary in any given year, if agreeable to both institutions, provided a balance of exchanges is obtained over the terms of the agreement. In the exceptional cases the exchange period can be prolonged for more than it is stipulated in this Protocol. The Parties strive to distribute the candidates for exchanges evenly throughout the academic year and keep the balance of number of exchange students from each university annually.

2.3. The home university will be responsible for the initial selection of exchange students. The designated student must have completed at least 2 semesters of study at the home institution before beginning the exchange period, and have demonstrated meritorious academic achievement and a certain level of proficiency in the language of instruction to be determined by the host university. While students nominated for exchange by the home university will normally be accepted by the host university, the host university reserves the right to deny admission to any candidate not meeting its general admission criteria.

2.4. Exchange students will be exempted from paying tuition fees to the host university, but shall pay tuition fees at the home university, if applicable. Special class fees and differential tuition that are not part of the regular tuition and fees, however, will be the responsibility of the student. Exchange students have to pay all other compulsory fees as according to the rules and regulations of the host university. Exchange students shall be informed about all compulsory fees in advance.

2.5. All the expenses related to participation in the exchange in accordance with this Protocol, including visa related expenses, medical insurance expenses, travel expenses as well as accommodation and living costs and any additional expenses connected to the participation in the exchange shall be covered by the exchange student, or by the home university, or by the third party where available.

2.6. Each host institution will issue the appropriate documents for visa purposes in accordance with current laws, although it is the responsibility of the individual student to obtain a visa in a timely manner.

2.7. The host university assists the exchange student in arranging suitable accommodations during their stay at the host university. (At Saint-Petersburg University – at the dormitories of Saint-Petersburg University).

2.8. Each institution requires exchange students to provide evidence of health/medical insurance sufficient to cover the cost of all necessary medical care during the period of exchange study. Students hosted by USU may purchase USU-approved health insurance, or provide proof of adequate health/medical insurance coverage that meets U.S. government immigration and USU requirements. In addition, exchange students will be able to use the services provided by the USU Student Health and Wellness Center as for any enrolled student.

2.9. Students who participate in the exchange program will be awarded grades and credits in accordance with the academic policies and regulations of the host university. All the exchange students receive a transcript of records at the end of the exchange period. If the transcript cannot be given directly to the student in accordance with the host university rules, it shall be put into the home university's disposal not later than one month after the termination of the exchange period. Any academic credit that the student receives from the host institution may be transferred back to the home institution in accordance with procedures determined by the home institution.

2.10. Exchange students are subject to the same rules and regulations as local students. Exchange students shall follow the rules of the host university and the law of the host country. Any infringement of the given rules and laws can be subject to pre-term dismissal from the host university.

2.11. All the exchange students will be enrolled on an equivalent base and given the same privileges as the other students in the host university.

2.12. The Parties will assist exchange students in all practical and academic matters, especially concerning obtaining visa, accommodation, and academic integration. Each institution agrees to regularly share information and material about academic offerings and requirements for exchange students with the other institution.

2.13. Upon completion of the exchange period at the host university, the participating students must return to their home university. No extension of stay will be authorized unless otherwise specified by the home institution.

3.1. The Parties can, by mutual written consent, introduce changes and additions to this Protocol in order to improve the effectiveness of cooperation.

3.2. Each Party shall not use names and logos of the other Party without its prior written consent, if not related directly to the performance of obligations under the present Protocol, except as provided by law.

3.3. This Protocol will come into effect from the date of signing and will remain in force for five years, but may be renewed by mutual written consent/unless either party terminates it by giving the other six months prior written notice. In the event of termination any exchanges already underway shall be allowed to be completed.

3.4. Should any dispute, disagreement or claim arise between the Parties in concern of this Protocol, the Parties shall try to settle them by negotiations.

This Protocol is prepared in two original copies in English; one for each Party.

On Behalf of  
Utah State University



Noelle E. Cockett  
President

Date: 4-21-17

On Behalf of  
Federal State Budgetary Educational  
Institution of Higher Education  
Saint-Petersburg State University



Sergey Andryushin  
Deputy Rector for International Affairs

Date: 21.04.2017

