

PROTOCOL ON STUDENT EXCHANGE

between

SAINT-PETERSBURG UNIVERSITY, RUSSIAN FEDERATION

and

**COPPEAD GRADUATE SCHOOL OF BUSINESS
FEDERAL UNIVERSITY OF RIO DE JANEIRO, BRAZIL**

Federal State Budgetary Educational Institution of Higher Education «Saint-Petersburg State University» (hereinafter referred to as “Saint-Petersburg University”), duly represented by its Vice-Rector for International Affairs Sergey Andryushin, acting on the basis of proxy dated 07.12.2017 № 28-21-410, on the one part,

and

COPPEAD Graduate School of business, Federal University of Rio de Janeiro, Brazil, duly represented by Prof. Elaine Tavares, on the other part, hereinafter collectively referred to as Parties,

agreed to continue their academic cooperation and have prepared to that effect the following Protocol on Student Exchange (hereinafter referred to as the “Protocol”).

§ 1

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

§ 2

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

2.1. Subject to the availability of suitable candidates COPPEAD will accept up to 2 (two) Graduate (MSc) students from GSOM for two bimesters per each academic year to its full-time MBA program. Subject to the availability of suitable candidates GSOM will accept up to two 2 (two) Graduate (full-time MBA) students from COPPEAD for one semester per each academic year to its MSc program.

2.2. The home university will be responsible for the initial selection of exchange students; however, the host university reserves the right to deny admission to any candidate not meeting its general admission criteria.

2.3. Exchange students will be exempted from paying tuition fees to the host university, but shall pay tuition fees at the home university, if applicable. 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.

2.4. 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.

2.5. The host university assists the exchange student in arranging accommodation. The accommodation fee shall be covered by the exchange student.

2.6. All the exchange students should have a medical insurance valid on the territory of the host country during the whole exchange period.

2.7. The host institution will provide the home institution with an adequate record of the participants' academic performance (a transcript) within 2 months of the end of the relevant term. Grading will be applied according to the system used by each host institution. The conversion of grades from one system to the other will be determined by the exchange students' home institution. It shall be the sole responsibility of the home institution to determine how many credit units the students may actually receive on courses taken at the host institution

2.8. 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.

2.9. All the exchange students will be enrolled on equal conditions and given the same academic privileges as the other students in the host university. Exchange students are not subject to the same scholarship payments that are available for host university students.

2.10. The Parties will assist exchange students in all practical and academic matters, especially concerning obtaining visa, accommodation, and academic integration.

2.11. Partner institutions agree to provide appropriate assistance, which assumes no financial obligations of corresponding institution, in repaying accommodation debt in case such arise during mobility period of student at host university.

§ 3

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 5 years, and 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.

For Federal State Budgetary Educational
Institution of Higher Education «Saint-
Petersburg State University»


Sergey Andryushin

Vice-Rector for International Affairs

Date: 27.05.18

COPPEAD Graduate School of business,
Federal University of Rio de Janeiro,
Brazil


Prof. Elaine Tavares

Dean

Date: June 20th, 2018