



## AGREEMENT FOR THE IMPLEMENTATION OF STUDENT EXCHANGES

Between

### THE UNIVERSITY OF BORDEAUX

A public scientific, cultural and professional institution  
Headquartered at 35, Place Pey-Berland, 33000 Bordeaux (France)  
Represented by its president, Manuel TUNON DE LARA  
Hereinafter referred to as "UBx", on the one hand,

And

### SAINT-PETERSBURG STATE UNIVERSITY

Located Universitetskaya nab.,7/9 199034 Saint-Petersburg, Russia  
Represented by Vice-Rector for International Affairs Sergey Andryushin (proxy dated 07.12.2017 No 28-21-410)  
Hereinafter referred to as "SPbU", on the other hand,

Hereinafter collectively referred to as "the Parties."

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*Considering the transmission of this Agreement to the French Ministry of Higher Education, Research and Innovation  
Considering the deliberations of the Board of Directors of UBx dated February 7, 2018 delegating power to the President of the University,  
Considering the framework agreement establishing the different kinds of cooperation planned between the two institutions, dated ... / ... / .....,  
Considering the opinion of the UBx Training and University Life Committee concerning this agreement dated September 28<sup>th</sup>, 2018.  
Considering the French Education Code, particularly articles L.123-7 and D.123-15 to D.123-22, on the missions of the public service of higher education in international matters,*

THE FOLLOWING HAS BEEN AGREED:

### ARTICLE 1

#### Subject

The purpose of this Agreement is to establish the terms for the Bachelor's and Master's Student Exchange Program in fields of mutual interest to the Parties (hereinafter referred to as "the Program"). Courses offered in medical sciences, pharmaceutical sciences and dental sciences are not open to student exchanges.



The Parties agree that the Program shall not entitle students to obtain a degree issued by the host institution.

This agreement consists of two annexes, each containing a fact sheet for each partner. In the case of any change or update to the fact sheet, the other party must be notified as quickly as possible.

## **ARTICLE 2 Coordination**

The academic coordination of the Program shall be provided as follows:

- for UBx, by the international mobility services within the International Office. The appropriate contact persons are identified in the fact sheet attached to this agreement.
- for SPbU, by the International Academic Cooperation Department for students mobility.

In the case of any change of coordinator, the other party must be notified as quickly as possible.

## **ARTICLE 3 Program Terms**

### **3.1 NUMBER OF STUDENTS**

Each establishment will be able to host a maximum of four (4) students for one full academic year of mobility, or eight (8) students for one semester of mobility.

The Parties will ensure that for the duration of the Program a balance is maintained in terms of the number of students participating from both establishments.

### **3.2 STUDENT PROFILE**

To participate in the Program, students must have successfully passed the following:

- for **UBx** students, at least the first year of undergraduate study covered by this Agreement;
- for the students of **SPbU** – undergraduate students starting from the 2nd year of study

In addition, students must meet the following language skill level requirements to take courses at the host institution:

- At UBx: The minimum level of language skill in the language(s) of instruction required (for written and oral expression and comprehension) is B1, pursuant to the Common European Framework of Reference for Languages. However, the recommended level of language skill is B2. Some disciplines may require a higher language skill level (see fact sheet).





- At SPbU B2 level of Russian language is obligatory for the courses taught in Russian, B2 of English – for the courses taught in English. For the Russian language course –no requirements.

### 3.3 SELECTION OF CANDIDATES FOR MOBILITY

It is the responsibility of the home institution to pre-select students wishing to participate in the Program based on the following criteria: student's academic level, relevance of the student's study project in light of the partner's educational offering, and minimum language level required.

Students applying for mobility must comply with the procedures and application dates indicated in the fact sheet attached to this agreement.

Students will be selected by the home university according to the proposed quota in line with the regulations and conditions of the exchange agreement. At SPbU, outgoing students are selected basing on the grade point average, foreign language level, participation in conferences and academic papers quality. A student can get additional points for taking part in Buddy programme of SPSU which is organized to help foreign incoming students with adaptation in the city and university.

The host institution will conduct the definitive selection of students by evaluating the application files based on these criteria and will send the list of selected students to the home institution.

#### 3.3.1 THE "STUDIES IN FRANCE" PROCESS

In order to start any consular procedures to obtain a Student Visa for their stay in France, students selected for enrollment at UBx as part of the Program will need to follow the steps as indicated on the "Studies in France" portal within the Campus France section [Country name].

### 3.4 CALENDAR

The study period at the partner institution will be determined by agreement among the Parties. It may be one or two semesters, depending on the student's project.

Students participating in the Program must comply with the semester start and end dates stipulated in the host institution's university calendar. The semester start and end dates are communicated to the partner and to the student on an annual basis.

### 3.5 COURSE VALIDATION

An educational contract, to be signed by the student, the host institution, and the home institution, will indicate the courses to be taken during the mobility period. This contract must be signed prior to the beginning of the mobility period and may be modified up to one month at the latest after the beginning of the courses by agreement among the three parties.

The study period will take place under the supervision of the host institution, and the student will be required to take such examinations or other assessments required in accordance with the rules of said institution.





At the end of the mobility period, the host institution must transmit to the home institution a transcript of the grades issued to the student within a reasonable timeframe following the publication of the results. The validation of the student's university curriculum will be the responsibility of the home institution.

### 3.6 RECEPTION OF STUDENTS

The Parties undertake to provide the following to the students of the partner institution:

- assistance in obtaining a student visa;
- assistance with the completion of administrative procedures;
- assistance in finding lodging;
- educational advice and guidance;
- access to supplementary services (libraries, computers, catering).

### 3.7 REGISTRATION AND COURSE FEES

Students participating in the Program will be required to pay registration fees to their home institution and will be exempt from the payment of these fees at the host institution. Specific charges may however apply as follows:

Students participating in the Program will be responsible for all costs related to their mobility, including:

- their accommodation, meals and travel expenses;
- their health insurance coverage, and medical expenses not covered by health insurance;
- their books, clothes and personal expenses;
- the cost of their passport and visa;
- the cost of transport;
- any other expenses incurred during the mobility period.

### 3.8 SOCIAL WELFARE AND OTHER INSURANCE COVERAGE

Students must comply with the regulations in force in the nation where the host institution is located:

#### At UBx:

- within the context of a mobility period lasting less than 3 months, students participating in the Program will not be covered by the French Social Security system; they must therefore provide proof of private health insurance coverage with no reimbursement limits for the entire duration of their stay in France;
- within the context of a mobility period lasting more than 3 months, students participating in the Program must register with the Local Public Health Insurance Office (CPAM) of Gironde for benefits under the French Social Security system, unless they can provide proof of private health insurance coverage with no reimbursement limits for the entire duration of their stay in France;
- all students admitted to UBx in the context of the Program, regardless of the length of their mobility period, must provide proof of (personal) civil liability insurance for the entire duration of their stay.
- It is strongly recommended to take out repatriation insurance covering the entire mobility period.





#### **At SPbU**

- 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.

### **3.9 PROGRAM ASSESSMENT**

At the end of the Program's validity period, a general assessment will be prepared prior to the possible renewal of this agreement for implementation.

## **ARTICLE 4**

### **Resolution of disputes, validity, renewal, termination and amendments**

#### **4.1 CONFLICT RESOLUTION**

Any dispute arising in regard to the interpretation, invalidity, performance or termination of this Agreement, as well as any dispute regarding the addition of further elements or modifications to suit new conditions shall be resolved under the provisions set forth in the Framework Agreement cited in the preamble.

#### **4.2 VALIDITY AND RENEWAL**

This Agreement shall enter into force after its signature by the last of the Parties. It shall remain valid until the expiry of the Framework Cooperation Agreement cited in its preamble.

The expiration of this Agreement shall have no impact on the full completion of the cooperation actions entered during its term of validity.

After the expiration of the Framework Agreement and the final evaluation of the cooperation activities, a new agreement may be established and subjected to the approval procedures in force.

#### **4.3 TERMINATION**

This Agreement may be terminated by any of the Parties with six (6) months' advance notice. However, no termination may take place prior to the end of the academic year or prior to the conclusion of the cooperation activities underway.

#### **4.5 AMENDMENTS**



Any amendments made to this Agreement by mutual consent and established in the form of an amendment hereto shall be subjected to an approval procedure identical to that implemented for the establishment of this Agreement.

ARTICLE 5

Contract language and number of copies

There are two (2) authentic texts of this framework agreement in English

For the University of Bordeaux

Established in Bordeaux, this day ~~22/01/2019~~

  


Manuel TUNON DE LARA  
President

For the Saint-Petersburg State University

Established in Saint-Petersburg, this day ~~24/12/2018~~

  


Sergey ANDRYUSHIN  
Vice-Rector for International Affairs