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PROTOCOL ON STUDENT EXCHANGE

between

**SAINT-PETERSBURG UNIVERSITY,
RUSSIAN FEDERATION**

and

**ADA UNIVERSITY,
REPUBLIC OF AZERBAIJAN**

The Federal State Budgetary Educational Institution of Higher Education «Saint-Petersburg State University» (hereinafter referred to as “SPbU”), duly represented by its Vice-rector for International Affairs Sergey V. Andryushin, acting on the basis of proxy dated 26.01.2024 №32-06-45, on the one part, and ADA University (hereinafter referred to as “ADA”), duly represented by its Vice Rector Dr. Fariz Ismailzade, acting on the basis of proxy dated 01.03.2016 N=6, 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. PURPOSE OF THE PROTOCOL

The purpose of this Protocol is to facilitate student exchanges in order to promote academic cooperation and cultural understanding between the two institutions. Based on this Protocol, the exchange students will be able to enroll in credit-earning courses as well as other learning opportunities at the other institution.

2. PERIOD OF EXCHANGE

One-time exchange period is *one semester* (fall semester at ADA: September through December; spring semester at ADA: January through May).

3. NUMBER AND BALANCE OF EXCHANGES

The Parties agree:

- a) that the home institution will be responsible for the selection and nomination of exchange students and that the host institution reserves the right to accept or refuse admission to the nominated students;

- b) to send and receive up to 6 (six) students per academic year;
- c) to keep a balance between the numbers of the sent and received students within 5 (years) from the commencement of the first exchange;
- d) to make efforts to sustain the program even in the case of imbalance of exchange, through mutually agreed academic and cultural activities such as short term study trips, hosting of researchers and faculty members, use of facilities and libraries, and other means and ways.

4. FEES

- a) Both parties agree to waive tuition and application fees for exchange students.
- b) Incoming students are fully responsible for all other costs resultant of their participation in this exchange program, including the costs of travel, accommodation, food, medical service, and visa.

5. VISA

The host university shall provide the required assistance for the student visa application process. It is the responsibility of the student to ensure that the application is prepared in a timely fashion.

6. ACADEMIC CONTENT

Exchanges will conform to the requirements of the home institution. The students will have the rights and privileges enjoyed by other students at the host institution.

- a) Exchanges include: undergraduates (must have completed at least their first year of study at the home institution), and graduate students.
- b) Exchange students may choose from the range of courses offered at the host institution in both undergraduate and graduate levels.
- c) In case the student wishes to take a course from a level different from his/her own, it should be consulted with and permitted by relevant academic officers at both institutions.

7. ACADEMIC RESOURCES

Each student will be provided with the same academic resources and supporting services as are normally provided to others at the host institution of the same academic level.

8. TRANSFER OF CREDITS AND GRADES

- a) Exchange students will choose the courses in consultation with relevant academic officers at both institutions to assure the compatibility of curriculum and smoothness of credits transfers.
- b) Academic credits earned for the courses at the host institution shall be converted, if necessary, accepted and counted towards graduation at the home institution.
- c) Home institution reserves the right to accept and recognize the grades earned during the exchange program at Host institution.

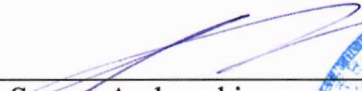
9. PROGRAM APPROVAL

Proposals for exchanges will be systematically prepared and announced to the other at least 3 (three) months prior to the deadline for accepting nomination applications.

10. VALIDITY AND TERMINATION

This Protocol shall be valid and effective for an initial period of 5 (five) years from the date of the signature. It shall be automatically extended for additional periods of five years commencing on the day following the expiration date of the previous period unless either of the institutions gives a written notice of not extending it. Such a notice shall be issued no less than six months prior to the expiration date. This Protocol may be subject to revision and modification by mutual written agreement. Either party may terminate the Protocol with a prior written notice of no less than six months.

This Protocol is to be produced in the English language in two copies, with one copy for each institution.


Sergey Andryushin

Vice-Rector for International Affairs
Saint-Petersburg University

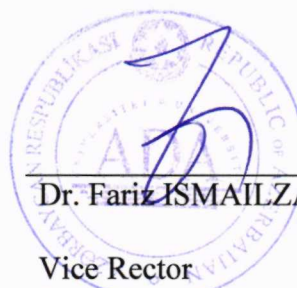
Date: 08.09.2024




Dr. Fariz ISMAILZADE

Vice Rector
ADA University

Date: 20.05.2024



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