

**CONSEIL D'ADMINISTRATION DE L'UNIVERSITÉ DE TOURS**  
**Séance du 31 janvier 2022****DÉLIBÉRATION n°2022-07**

Le conseil d'administration s'est réuni le lundi 31 janvier 2022 en séance plénière, sur convocation du Président de l'université, adressée le vendredi 21 janvier 2022.

**Point de l'ordre du jour :**

4.6. Conventions internationales

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Vu le code de l'éducation,

Vu les statuts de l'université de Tours,

Vu l'avis de la commission des relations internationales du 9 décembre 2021,

**Exposé de la décision :**

Le conseil d'administration doit approuver deux conventions internationales ainsi que deux accords-cadres internationaux.

**Proposition de décision soumise au conseil :**

Approbation des conventions suivantes :

1. Redéfinition - Convention d'échange d'étudiants - Vel Tech Rangarajan Dr.Sagunthala R&D Institute of Science and Technology (Inde) ;
2. Renouvellement – Convention de coopération scientifique et culturelle – Università degli Studi di Firenze – Dep. of History, Archaeology, Geography, Fine and Performing Arts (Italie) ;
3. Renouvellement – Accord-cadre – National Institute of Technology, Kagawa College (Japon) ;
4. Renouvellement – Accord-cadre – Kanazawa University (Japon).

**Après en avoir délibéré, le conseil d'administration approuve la présente décision, comme suit :**

Nombre de membres constituant le conseil :	36
Quorum :	18
Nombre de membres participant à la délibération :	25
Abstentions :	0
Votes exprimés :	25
<b>Pour :</b>	<b>25</b>
Contre :	0

**Pièces jointes :**

- texte des conventions.

Fait à Tours, le 1<sup>er</sup> février 2022



POLYTECH  
TOURS



IUT  
de Blois



**AGREEMENT FOR EXCHANGE OF  
STUDENTS**

between

**The University of Tours  
Polytech Tours  
University Institute of Technology - Blois**

**France**

and

**Vel Tech Rangarajan Dr.Sagunthala R&D Institute of Science  
and Technology, Chennai, India**

Considering the Articles D123-15 to D123-22 from the French Law of Education and the Bill °2015-668 of June 15th regarding international cooperation of public higher education establishments under the authority of the French Competent Ministries,

Considering the Legislation in force in India and in the State of Tamil Nadu,

Considering the Provisions under section 3 of the UGC Act 1956, India.

BETWEEN

The University of Tours (hereafter referred to as UT), represented by its President, Prof. Arnaud Giacometti, Prof. Emmanuel Néron, Director of Polytech Tours, Prof. Patrick Laffez, Director of the University Institute of Technology – Blois (IUT Blois), duly authorized for the purposes hereof, on the one hand,

AND

The Vel Tech Rangarajan Dr.Sagunthala R&D Institute of Science and Technology, Chennai (hereafter referred to as Vel Tech), represented by its Vice-Chancellor, Dr. S. Salivahanan, on the other hand,

The following has been agreed:

## **1. PURPOSE**

Being aware that the quality of teaching is strengthened by the establishment of international cooperation links, Vel Tech Rangarajan Dr.Sagunthala R&D Institute of Science and Technology and the University of Tours wish to enter exchanges, with a view to their mutual enrichment on the scientific, academic and cultural levels.

The general objective of this Agreement is long-term educational collaboration in fields which are compatible with the orientation of each university, and which are relevant to the industrial, scientific, social and cultural interests and needs of the countries wherein the parties are respectively located.

The focus will be a collaboration between:

- **Vel Tech** : All departments
- **UT**: Polytech Tours and the University Institute of Technology – Blois – All departments

This cooperation may be amended by mutual agreement between the Parties.

## **2. ADMINISTRATION OF THE AGREEMENT AND MANNER OF IMPLEMENTATION**

The programme will be administered by:

- **UT**: Prof. Jean-Paul Chemla – Vice-Director in charge of International Relations - Polytech Tours and Ms. Christine Farmer, Vice-Director in charge of International Relations – IUT Blois
- **Vel Tech University**: Director of the International Office of Vel Tech

They will ensure that the program proceeds according to a reasonable schematic plan and ensure that the terms of this exchange program are carried out.

Both institutions agree to keep in regular contact through their respective **international offices** and to report progress or other specific information as requested.

## **3. LEVEL OF EDUCATION**

Students concerned by the present agreement are:

- undergraduate (Licence) students
- and/or graduate (Master) students

To be considered for acceptance by the host University, a student must fulfil the following conditions:

- Students from Tours must be registered at UT in an undergraduate (last year) or graduate program and will have completed at least one year of study in their home university.
- Students from Chennai must be registered at Vel Tech in an undergraduate or graduate program and normally will have completed two years of undergraduate study at their home university.
- Students must have obtained overall satisfactory results as determined by the home university.

#### **4. GENERAL CONDITIONS OF THE EXCHANGE.**

It is anticipated that each year an approximately equal number of students from each university will participate in the exchange. The number of students to be admitted to the program each year will be up to 6 students at each university. Exchanges may include study abroad programs or internship programs.

Each partner will endeavour to match the yearly number of outgoing and incoming exchange students. Should the exchange be unbalanced in number over a given year, the balance will be restored accordingly over the five-year validity period of agreement.

A learning agreement or internship agreement will be prepared and signed by both parties and the student before leaving the home university.

#### **5. STUDENT ADMISSION AND FOLLOW-UP**

- a. Each university will select the students for the exchange from its own institution according to published criteria and procedures.
- b. Each university will present the applications of the selected students to the partner university who will be asked to approve the candidates and the study programs of the candidates.

- c. Each university will accept the admission requirements and registration procedure of the host university. The candidates will accept the rules, regulations and registration procedure of the host university concerning course choice.
- d. Students will be informed of their acceptance no later than 15 May of each year for the first semester (beginning in September) or the 15 November for second semester exchanges (beginning in January). They must confirm their intention to accept or reject the offer by 15 June or 30 November.
- e. If an accepted candidate declines, the universities may offer the place to an alternate candidate.
- f. The host institution undertakes to establish the appropriate admission certificate with the student's name enabling him/her to enter the host country as an exchange student.
- g. Students from both universities must have their course selections or internship approved by their home department and appropriate academic authorities, to obtain transfer of credits towards their degrees.
- h. The host institution will not require students to take additional courses than those previously agreed upon.
- i. Each university will provide the other with transcript records of the student's results. The home university will give credits for all or part of the courses taken by the student in the host university based on his/her results.

## **6. STUDENT REGISTRATION**

- a. Students from both universities will register in their university of origin.
- b. Students will pay registration fees at their home university.
- c. Exchange students will not be charged tuition fees by the host institution but may be required to pay certain ancillary fees as specified by each institution. They will be responsible for their own travel and subsistence expenses.

## **7. LANGUAGE REQUIREMENTS**

Courses at Vel Tech are taught mainly in English. The list of courses available for exchange students can be found on: <https://www.veltech.edu.in/students-exchange-programme/>

Courses at UT are taught in French and/or English. The list of courses available for exchange students can be found on: <http://cces.univ-tours.fr/> and <https://polytech.univ-tours.fr/english-version>

Students will be required to meet the language proficiency requirements of the Host University.

To meet admission conditions at Vel Tech, UT students should provide sufficient proof of English language proficiency as certified by the home university, for study abroad programs or internship programs.

To meet admission conditions in UT, Vel Tech students should provide sufficient proof of French language proficiency. For exchange programs in French, students of the European Common Frame of Reference, and based on:

- Level 3 TCF: TCF B2 (399 points minimum)
- Or give proof of sufficient language proficiency, as certified by the home university.

In addition to meeting admission conditions at UT, non-French speaking students who come to UT for courses delivered in English, a supervised project, or an internship in English in an Engineering or Science program are not subject to French proficiency requirements.

## **8. RIGHTS AND OBLIGATIONS OF PARTICIPANTS**

All students participating in this exchange program:

- a. must be full-time students at the host university in program of studies or participate to an internship. Their internship or studies program must also be validated by the home university.
- b. must abide by the rules and regulations of the host university, including compliance with all laws of the host country. Violation of these laws shall subject the student to immediate expulsion ;
- c. are responsible for obtaining any necessary visa and otherwise complying with all immigration laws and regulations in the host country;

- d. must have access to university restaurants at the same rates as those applied to students from the host university. The host university will assist students to find accommodations and to become integrated in their new social environment. Such assistance shall not include financial assistance;
- e. must immediately inform the International Office at the home and host university, as well as the staff responsible for the exchange, in the event of any problem, early departure or any modification of the terms of the exchange or in his/her learning agreement.

**9. INSURANCE**

All exchange students:

- a. must have adequate insurance coverage against risks sustained when living abroad;
- b. are required to take, at their own expense, suitable health insurance which covers and provides health care, hospital fees and repatriation, providing adequate proof of this to the host university. Medical insurance can be provided by the host university. If such insurance is not taken out, the student must provide proof to the host university that he/she has equivalent medical coverage. The student agrees that the host university is not responsible for any personal injury, loss or damage suffered by the exchange participant in case of medical emergency or force majeure.

**10. DURATION**

This agreement will be enforceable after signature by both parties and approval by competent authorities. It will be valid for a period of five years, unless otherwise revoked by either party, provided six months written notice be given. In case of renewal, it will be further resubmitted for the approval by the competent authorities in both institutions, in compliance with current legislation.

**11. AMENDMENTS**

Any modification to the current text, decided by both contracting parties, will be subject to an amendment signed by the parties and must be submitted for the approval by the competent authorities.

**12. TERMINATION**

a. *Termination for fault.* – Each Party may terminate this Agreement unilaterally in case of non-compliance by the other Party with its essential obligations, by registered letter with acknowledgement of receipt. The termination will be effective six months after sending this letter, postmark date and stamp used as proof. The breaching party is not entitled to claim any compensation.

Prior to exercising discretion, the party using its unilateral termination power must seek redress, in an adversarial procedure, after providing a formal notice from the co-contracting party, within a period determined by this party, asking to act as soon as possible to remedy the situation and to send the co-contracting party any information that could justify the breaches. Unilateral termination rights can then only take place in the event there is no successful mediation dialogue between the parties.

b. *Termination for any other reason* - Both parties expressly reserve the right to unilaterally terminate this agreement for any other duly justified reason. The most diligent party notifies the other party of its decision by registered letter with acknowledgment of receipt, subject to a six-months' notice period before the end of the current academic year. The termination takes effect at the end of this academic year. As a consequence of a unilateral decision to terminate, the non-breaching party is not entitled to claim any compensation.

### **13. GOVERNING LAW**

Any claim or dispute arising out of or in connection with this agreement shall be governed by and construed in accordance with the law of the country in which the Institution which is the defendant is located. Each Institution irrevocably submits to the jurisdiction of the courts of the country where the defendant institution is located.

Pursuant to Article 46 EU GDPR "Transfers subject to appropriate safeguards", data transfer will only be possible after having concluded a transfer agreement on personal data between the two universities according to the standard contractual clauses for data transfers adopted by the European Commission.

### **12. EQUAL OPPORTUNITY**

Both institutions subscribe to the policy of Equal Opportunity and will not discriminate on the basis of ethnicity, age, religion, nationality or sexual orientation. Both institutions shall abide by these principles in the administration of this Agreement and neither institution shall impose

criteria for the exchange of students which would violate the principles of non-discrimination.

Two signed copies of the present agreement will be provided in English.

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The University of Tours

Vel Tech Rangarajan  
Dr.Sagunthala R&D Institute of  
Science and Technology

The President

The Vice-Chancellor

**Arnaud GIACOMETTI**

Dr. S. SALIVAHANAN

*Approved by UT Administration Board  
on*

Polytech Tours

**Emmanuel NERON**

The Director

University Institute of Technology - Blois

**Patrick LAFFEZ**

The Director

AGREEMENT OF CULTURAL AND SCIENTIFIC COOPERATION BETWEEN THE UNIVERSITY OF FLORENCE AND THE UNIVERSITY OF TOURS

*General Provisions*

- Given that cultural and scientific exchange is indispensable to academic institutions to develop their educational and research activities;
- given that, for the above-stated purpose, it is necessary to promote and encourage direct cultural agreements between institutions of higher learning in different countries;
- having verified the mutual interest that the University of Florence (Italy) and the University of Tours (France) share in establishing an appropriate form of exchange program in the fields of Humanities (Italian Studies, Modern History, History of Books, Musicology);
- in agreement with the laws of the two countries;
- in agreement with the Statute of the University of Florence;
- in agreement with the Statute of the University of Tours considering the Articles D123-15 to D123-22 from the French Law of Education and the Bill °2015-668 of June 15th regarding international cooperation of public higher education establishments under the authority of the French Competent Ministries.

BETWEEN

the University of Florence, represented by the President, Prof. Alessandra Petrucci residing in Florence, Piazza San Marco, 4

AND

the University of Tours, represented by the President, Prof. Arnaud Giacometti, residing in Tours, 60 rue du Plat d'Étain - BP 12050-37000 Tours, France

THE FOLLOWING TERMS OF AGREEMENT ARE STIPULATED

*Art. 1 - Units and Fields of Study and Research*

- The two Universities intend to establish an exchange program initially in the fields of: Humanities (Italian Studies, Modern History, History of Books, Musicology).

The above-stated cooperation includes the following units of the University of Florence:

- *Department of History, Archaeology, Geography, Fine and Performing Arts SAGAS*

and the following units of the University of Tours:

- *Centre for Advanced Renaissance Studies (CESR-Multidisciplinary centre for teaching and research in Renaissance studies - UMR 7323 du Centre National de la Recherche Scientifique)*
- *Department of Italian Studies – Faculty of Literature and Languages*
- *Department of Musicology - Faculty of Arts and Human Sciences*

The two Universities have the right to pursue, when they both deem it appropriate, other areas of cooperation. In this case, the parties will approve specific addenda to be attached to this agreement.

*Art. 2 - Purpose of the Agreement and Types of Collaboration*

The form of cooperation specified in art. 1, based on strictly-observed criteria of equality and mutual interests, includes the following activities:

- 1) exchange visits of members of teaching and research staff of the units mentioned in art.1. Visits are intended to promote seminars, courses, conferences, lectures, to carry out joint research projects, to discuss experiences in fields of common interest, and so forth;
- 2) circulation of publications and information on the specific fields of study and research included in this agreement and on any other subject of relevant interest;
- 3) student exchanges for periods of study and research and other educational activities;
- 4) exchange visits of members of technical or administrative staff when considered a profitable experience.

Promoting units can specify in specific protocols the different forms of implementation of such exchanges (i.e. visitor's length of stay and obligations, application selection procedure, detailed explanation of the fields for which the agreement is stipulated, etc.).

The universities subscribing this agreement intend to encourage student mobility according to a principle of reciprocity. According to the exchange programs, the host institution will make available to the guest students their educational facilities and tutorial services.

Upon the approval by the appropriate administrative bodies, exchange students will be given academic credits for the work done at the foreign institution.

All students participating in the exchange program will be exempt from the payment of registration or any other fees levied by the host university.

### *Art. 3 - Supporting Activities*

The two Universities subscribing this agreement will exchange all relevant information - by supplying catalogues and other materials - to promote greater and mutual knowledge on their institutional structure and organization.

In conformity with laws and regulations of their respective countries, the parties of this agreement will provide to visitors from the partner institution all possible assistance and access to facilities to enable them to carry out the activities they agreed upon.

### *Art. 4 - Insurance Procedure*

The participants to the exchanges, while exercising the activities provided for in the agreement, must have both accident insurance and third-party liability insurance for unintentional damage, hereby releasing the host university from any liability to this regard.

Such insurance coverage may be either provided by the home institutions, according to their own regulations, or contained in a policy covering the above-mentioned risks obtained by the interested person from an insurance company.

For what concerns health insurance (coverage for medical expenses and/or hospitalization) the participants must provide their own insurance according to the rules of the host country.

For specific needs related to insurance coverage for civil liability in the medical-health field, special supplementary agreements will be drawn up between the parties.

### *Art. 5 – Funding*

Each of the parties commit, through their participating units, to provide funds to carry out the activities foreseen by this agreement.

As a general rule, the institution sending its members to the foreign partner is responsible for covering their travel, room and board expenses. The departments of the University of Florence participating in the exchange will be in charge of covering travel, room and board expenses of their members.

In case institutional funds are not available for these purposes, student and staff mobility will still be possible; in this case exchange visitors will be directly responsible to fully cover their own expenses for travel, room and board, at no cost to the two Universities.

*Art. 6 – Coordinators*

The implementation of the activities foreseen by the agreement will be promoted, initially, by the following Coordinators, appointed by each University:

University of Florence  
*Prof. Lucia Felici*  
Dept SAGAS.

University of Tours  
*Prof. Chiara Lastraioli*  
Centre for Advanced Renaissance Studies and Dept.  
of Italian Studies - Faculty of Literature and  
Languages

*Article 7 - Confidentiality clause*

Each Party undertakes to consider as confidential, and abstains from disclosing to third parties, in any form whatsoever, directly or indirectly, any information, such as documents, systems, software, know-how, methods, knowledge received from the other Party or of which it may become aware in the course of the execution of this Agreement and of the implementing protocols resulting therefrom and to use such confidential information only for the purpose of the implementation of this agreement.

Any breach of this clause will result in the termination of the agreement.

Each Party undertakes to ensure that its staff and students comply with the obligation of confidentiality contained in this Article and to take the necessary measures to guarantee this obligation of confidentiality, by stipulating, possible, agreements with the different participants in the exchanges.

In any case, the data must be processed in compliance with the GDPR (EU) n.2016/679.

*Art. 8 - Duration of the Agreement*

This agreement is to be drawn up and signed in English.

Should any disputes arise, the problem will be entrusted to a board of arbitrators made up of one member selected by each partner and one chosen by common consent.

This agreement will become effective from the date it is signed and will be valid for 5 years thereafter, unless notice of its termination is given by one of the two parties at least six months before expiration.

The President  
of the University of Florence

The President  
of the University of Tours.

*Prof. Alessandra Petrucci*

*Prof. Arnaud Giacometti*

.....

.....

Date.....

Date.....



GENERAL MEMORANDUM FOR ACADEMIC COOPERATION AND EXCHANGE  
BETWEEN NATIONAL INSTITUTE OF TECHNOLOGY, KAGAWA COLLEGE  
AND THE UNIVERSITY OF TOURS



The President of National Institute of Technology, Kagawa College and the President of the University of Tours, hereby conclude an agreement for academic exchange and cooperation between the two parties.

1. The two parties will promote in particular the following activities:
  - [1] Exchange of students
  - [2] Exchange of faculty members
  - [3] Exchange of scientific materials, publications, and information
  - [4] Joint research and meeting for research
2. These activities are to be carried out after mutual consultation between the two parties or the divisions concerned thereof. The themes of the joint projects and the terms for the exchanges will be negotiated case by case, and will be finalised by separate agreements.
3. All financial arrangements to pursue any of the above activities are to be negotiated for each specific case.
4. The two parties agree that, in the event of research collaboration leading to patent rights, copyrights and other intellectual property rights, a further agreement must be negotiated in each case in accordance with the policies of the two parties on intellectual property. The research agreement should be in place, signed by both parties, prior to engaging in the research collaboration.
5. All amendments to this memorandum should be in writing signed by both parties.
6. This general memorandum shall be effective upon signature by two parties and shall remain in force for a period of five years. The relevant authorities must approve renewal.
7. This general memorandum is only to express the intentions of the Parties. The expressed intentions are not binding and no legally binding obligations are intended to, or do, arise as a consequence of the signing of this MOU. Actions taken by either Party in reliance on this MOU will be at that Party's sole risk. Both parties acknowledge that this MOU and all subsequent agreements shall comply with all applicable laws, policies, and procedures.
8. Termination of this general memorandum is to be effected upon deliberation by both parties. However, after the initial period of five years either party may terminate the memorandum at the end of a given year by giving six months notice in writing of such intent.
9. The general memorandum is written in English.

Date:

Dr. Yoshio Aso

President

National Institute of Technology, Kagawa College

Date:

Prof. Arnaud Giacometti

President

University of Tours

*Approved by UT Administration Board on*



**AGREEMENT FOR COOPERATION  
AND EXCHANGE**



between

The University of Tours, France  
Faculty of Science and Technology

and

Kanazawa University, Japan  
Graduate School of Natural Science and Technology

*Renewal*

Considering the Articles D123-15 to D123-22 from the French Law of Education and the Bill °2015-668 of June 15th regarding international cooperation of public higher education establishments under the authority of the French Competent Ministries,

Considering the Legislation in force in Japan and in Ishikawa Prefecture,

On the basis of successful results in promoting educational and academic exchange and cooperation over the past 5 years, the University of Tours, France, Faculty of Science and Technology, and Kanazawa University, Graduate School of Natural Science and Technology, Japan hereby agree upon the renewal of the Academic Exchange Agreement between the two institutions which was concluded on November 21<sup>st</sup>, 2016.

1. The partners will endeavour, whenever possible, to keep encouraging contact and co-operation in the fields of tuition and/or research between their different departments. They will collaborate in fields that are within their scope of competence, such as:

- Exchange of faculty members and research fellows;
- Exchange of students (supervised project and internship), providing students fulfil the universities requirements for enrolment;
- Exchange of academic materials, publications, and information;
- Conducting joint research projects and organization of symposiums.
- Other activities that contribute to the development of academic and educational exchange between the two institutions.

2. Through such activities, both institutions shall promote friendship and goodwill between France and Japan and shall contribute to the academic and cultural benefit of both nations.

3. The themes of the joint projects and the terms for the exchanges will be negotiated case by case, and will be finalised by separate agreements which will

detail the implementation and financing of each individual project, taking into account the availability of funds of each university.

4. This agreement will be coordinated and implemented by:

- Dr. Maxim Chernodub for UT – CNRS Researcher – IDP Denis Poisson Institute - Faculty of Science and Technology
- Dr. Hajime Nagoya for KU - Faculty of Mathematics and Physics, Institute of Science and Engineering

5. The present agreement will become valid after signature by both parties and approval by the relevant authorities. This agreement will be effective for a period of five (5) years. The relevant authorities must approve renewal.

6. This agreement is only to express the intentions of the Parties. The expressed intentions are not binding and no legally binding obligations are intended to, or do, arise as a consequence of the signing of this agreement. Actions taken by either Party in reliance on this agreement will be at that Party's sole risk. Both parties acknowledge that this agreement and all subsequent agreements shall comply with all applicable laws, policies, and procedures.

7. This agreement is signed in two copies in English, and each party shall retain one copy.

Dated ....  
The University of Tours,

Dated ....  
Kanazawa University  
Graduate School of Natural Science  
and Technology

The President

The Dean

**Prof. Arnaud GIACOMETTI**

**Prof. Matsumoto KOICHI**

*Approved by UT Administration Board*

*on .....*