

RECIPROCAL INTERNATIONAL STUDENT EXCHANGE AGREEMENT

**by and between
UNIVERSITY OF NORTH TEXAS
DENTON, TEXAS, U.S.A.
and
UNIVERSITY FRANÇOIS-RABELAIS OF TOURS
TOURS, FRANCE**

This Student International Exchange Agreement (“Agreement”) is made and entered into by the University of North Texas, a higher education institution located in Denton, Texas U.S.A. (“UNT”) and by the University François-Rabelais of Tours (“UFRT”), a higher education institution located in Tours, France.

RECITALS

WHEREAS, the institutions are linked by common academic and cultural interests;

WHEREAS, the institutions wish to enable students from one institution to exchange for academic study at the other institution; and

WHEREAS, this Agreement supports the UNT Mission and UFRT Mission;

THEREFORE, in consideration of their mutual interests and the covenants set forth herein, the institutions agree as follows:

ARTICLE 1 DEFINITIONS

1.01 **Home Institution**: The institution in which a student is formally enrolled as a degree candidate (“Home Institution”).

1.02 **Host Institution**: The institution that has agreed to receive students from the Home Institution for a period of study on a non-degree basis (“Host Institution”).

1.03 **Exchange Program**: The institutions will undertake to exchange Students each academic year to take classes for credit or to engage in research for credit at the Host Institution, but not to pursue a degree from the Host Institution (“Program”).

1.04 **Exchange Student**: Undergraduate and Graduate Students who are enrolled in the Program and pay tuition and fees to the Home Institution while completing a period of study on a non-degree basis at the Host Institution (“Students”). The Host Institution will notify the Home Institution if there are any fees Students are required to pay to the Host Institution.

ARTICLE 2 EXCHANGE PROGRAM

2.01 **Number of Exchanges**. The institutions will agree on the number of Students to be exchanged in any one academic year at least one month prior to the program deadlines.

2.02 Equitable Exchanges. The institutions will undertake to exchange an equal number of Students each year. Where there is an unequal exchange of Students during any one academic year (as counted in full-time semesters), imbalances may be carried forward from one year to the next by making enrollment adjustments in the following year to restore balances. UNT or UFRT may refuse admission to additional incoming Students until the exchange balance is restored. Both institutions agree that over a five (5) year period, balance will be achieved in exchange of full-time Students. UNT designates the UNT Study Abroad Office to be the sole point of contact regarding the management of exchange balances with UFRT. UFRT designates the UFRT International Relations Office to be the sole point of contact regarding the management of exchange balances with UNT.

2.03 Term of Study Students may study at the Host Institution for one academic year or for one long semester, or for a summer semester, if and when available and subject to the agreement of both parties. The length of stay should be determined during time of nomination to the Host institution and re-confirmed, if necessary, prior to the issuance of federal documents relating to the appropriate visa.

2.04 Students. Students from the Home Institution will have all the rights and privileges enjoyed by other students of the Host Institution during the Program, and shall be subject to the rules, regulations, and discipline of the Host Institution. The Host Institution reserves the right to reject Students if they do not meet the Host Institution's admissions standards, including proof of proficiency in the language of the Host Institution at time of exchange application, if applicable.

2.05 Option for Fee-Paying Students. In the event where there is an imbalance, the institution who has sent more Students outbound than they have received inbound may elect to send students as fee-paying students, where all applicable tuition and fees would be paid to the Host Institution rather than the Home Institution. All stipulations outlined in this document will remain the same for such fee-paying students, including selection criteria, term of study, financial aid stipulations, and student rights and standards, except for Clause 4.01 where tuition and fees will instead be paid to the Host Institution.

ARTICLE 3 ACADEMIC ADMINISTRATION

3.01 Selection of Students. Selection of candidates will be made by the Home Institution. Students will be expected to be in good financial and academic standing, provide proof of proficiency in the language of the Host Institution, if required by the Host Institution and per the Host Institution's admission requirements, and be currently registered at the Home Institution at the time of application. Students will also be expected to evince serious interest in study made available through the Program. Nomination of Students by the Home Institution must be approved by the Host Institution prior to submission of student exchange application. The Host Institution reserves the right to reject Students nominated after the Host Institution's nomination deadline.

3.02 Academic and Disciplinary Standards. Students will be governed by the same policies that apply to all other students at the Host Institution. The Host Institution reserves the right to dismiss a Student for disciplinary, academic or other reasons before the end of the period of exchange, including reasons related to class attendance or academic performance. The Host Institution will consult with the Home Institution before finalizing such action. If a Student is dismissed before the end of the period of exchange, the Host Institution will notify the Home Institution of the Student's last date of attendance. This dismissal may result in the revocation of the visa issued for the Student to study in the country of the Host Institution or deportation of the Student. If the Host Institution discovers that a Student has violated the behavioral or academic policies of the Home Institution while attending the Host Institution, the Host Institution will notify the Home Institution.

3.03 Continuation of Degree Program. Students on exchange in this Program will continue as candidates for degrees at the Home Institution.

3.04 Institutional Liaison. Each institution will appoint a member of its academic and/or administrative staff to act as the first point of contact with respect to the Program and who will act as the liaison with members of the academic and administrative staff of the Host Institution in matters of emergency, discipline, advisement, and evaluation. UNT designates the UNT Study Abroad Office to be the initial point of contact regarding submission of student nominations to UFRT and for the receipt of Student nominations from UFRT. UFRT designates the UFRT International Relations Office to be the initial point of contact regarding submission of student nominations to UNT and for the receipt of Student nominations from UNT.

3.05 Academic Advisement. The Host Institution will provide academic advisement, orientation, counseling, and support during the period of the Program. Students will have the same rights to academic and social facilities provided by the Host Institution as do Host Institution students.

3.06 Full-Time Enrollment. Students will be enrolled as full-time in appropriate level courses at the Host Institution, and should be guaranteed places at the Host Institution in courses subject to satisfactory completion of application/registration materials. Courses will normally be available in all subjects (dependent on satisfaction of any course's prerequisites or pre-tests), however courses at UNT in the Art, Music, and Media Arts department(s), the UNT Dallas Campus, the UNT Health Science Center, and courses offered online may be restricted, and at UFRT, courses in the Faculty of Medicine and specific programs in the Engineering School Polytech may be restricted. The list of UNT courses is available upon request. The list of UFRT courses available can be found on the following website: <http://cces.univ-tours.fr/>.

3.07 Application/Registration. Students from the Home Institution will complete any required application/registration forms of the Host Institution. The Host Institution will send all the necessary forms and information to the Home Institution well in advance of pre-determined deadlines, and will notify the Home Institution of the progress of the Students' application/registration materials. The Home Institution reserves the right to reject Students who fail to complete Host Institution's exchange application processes by a pre-determined deadline. Each institution will share its academic calendar and program deadlines with the other institution by January 31st of each year for Fall Semester and Academic Year Studies and by, July 31st of each year for Spring Studies, including any paper or online application information.

3.08 Academic Records. A transcript will be issued by the Host Institution to the Home Institution no later than six weeks after the Student's participation in the program has concluded. It is the responsibility of the Home Institution to determine if and how credits will transfer per the Home Institution's standard process.

3.09 Course Articulation. To facilitate Student advising and course transfer, UFRT and UNT will establish a course equivalency list. Although courses taken at either institution may be listed as having direct course equivalents at the partner institution, department policies at each institution govern which credits will actually count in an individual Student's degree program.

Each institution will provide the other with course syllabi upon request in an expeditious manner. Each institution will strive to regularly review syllabi to determine course equivalencies, according to their accreditation standards, in order to efficiently advise Students and transfer course credit after their study abroad.

ARTICLE 4
TUITION, FEES, OTHER EXPENSES, AND INSURANCE

4.01 Tuition and Fees. Students pay any tuition and fees to the Home Institution. The Host Institution will notify the Home Institution if there are any fees Students are required to pay to the Host Institution.

4.02 Awarding U.S. Financial Aid. The Home Institution of a Student who is eligible for and/or receiving Federal Student Aid (FSA) and who is registered for and attending classes at the Host Institution will remain responsible for the disbursement of FSA and for monitoring student eligibility for FSA. All procedures for calculating FSA awards, for disbursing aid, monitoring satisfactory progress and other student eligibility requirements, keeping records, and returning funds in the event a Student withdraws will be determined in accordance with the policies and procedures of the Home Institution.

4.03 Room and Board. Participating Students are eligible to apply for university accommodation at either university, in which case, Students will pay regular room and board fees to the Host Institution. If university accommodation is not available:

- a) For incoming Students to UNT, UNT's Study Abroad Office will make every effort to obtain university housing for incoming Students, however it is not guaranteed. If university housing is not available, Students will be referred to furnished accommodations within a reasonable commuting distance of the campus and with access to public transportation. In this case, Students are required to make accommodation payments directly to the accommodations provider.
- b) For incoming Students to UFRT, if university housing is not available, Students will be referred to furnished accommodations within a reasonable commuting distance to campus and with access to public transportation. In this case, Students are required to make accommodation payments directly to the accommodations provider.

4.04 Health Insurance. All Students must obtain UNT-approved health insurance coverage (accident and illness) sufficient to meet the minimum requirements during the entire period of UNT residence. All UFRT Students will automatically be enrolled in UNT's health insurance coverage, which will be billed to their UNT student accounts at registration. In certain limited instances, UFRT Students may be eligible to have UNT's health insurance waived, provided that their comparable health insurance meets all of UNT's requirements and/or waiver criteria. At UFRT, UNT students are required to show proof that they have bought adequate medical insurance coverage (accident and illness) for the duration of their stay in France. If not, UNT students will automatically be enrolled in French national student health insurance coverage upon arrival, which will be billed to their UFRT student accounts at registration.

4.05 Additional Costs. The Host Institution will notify the Home Institution of any additional costs that are likely to be incurred, and are the responsibility of the Student. For example, activity fees, application fee(s), course fees, alien registration, etc.

4.06 Indirect Expenses. Vacation expenses, books, stationery, transportation, and other personal expenses are the responsibility of the Student.

ARTICLE 5
TERM AND TERMINATION

5.01 Term. This Agreement shall take effect upon signature by both institutions, and, unless earlier terminated, will continue in effect for a period of five (5) years from that date.

5.02 Extension. This Agreement may be amended, modified, extended, or renewed at any time by mutual agreement of the institutions, which must be approved by each Institution and reduced to writing and signed by both institutions.

5.03 Termination. This Agreement may be terminated at any time by either institution upon written notice to the other; provided, however, that any Student then enrolled for exchange, or as a fee-paying student per Section 2.05, shall be permitted to complete their term of study under the terms and conditions of this Agreement, and further provided that, at the request of either party, this Agreement shall be extended for one semester following notice of termination to provide exchange opportunities in accordance with Section 2.03.

ARTICLE 6 MISCELLANEOUS

6.01 No Third-Party Beneficiaries. This Agreement and the Program apply only to enrolled Students, and no provision or undertakings are made for the spouses or dependents of the Student participants.

6.02 Confidentiality. Each institution shall protect the confidentiality of student records as dictated by the Family Educational Rights and Privacy Act (FERPA) and shall release no information except as permitted by law.

6.03 Eligibility to Award U.S. Financial Aid. UNT is an eligible institution, as defined by 20 U.S.C. § 1094. UFRT is an ineligible institution that has not (i) had its eligibility to participate in the Title IV, Higher Education Act (“HEA”) programs terminated by the Secretary; (ii) voluntarily withdrawn from participation in the Title IV, HEA programs under a termination, show-cause, suspension, or similar type proceeding initiated by the institution’s State licensing agency, accrediting agency, guarantor, or by the Secretary; (iii) had its certification to participate in the Title IV, HEA programs revoked by the Secretary; (iv) had its application for re-certification to participate in the Title IV, HEA programs denied by the Secretary; or (v) had its application for certification to participate in the Title IV, HEA programs denied by the Secretary.

6.04 Accreditation. UNT is accredited by the Southern Association of Colleges and Schools Commission on Colleges (“SACSCOC”) to award bachelor, master, and doctoral degrees. UFRT is not accredited by SACSCOC and the accreditation of UNT does not extend to or include UFRT or its students. Although UNT accepts certain UFRT course work in transfer, other colleges and universities may not accept this work in transfer, even if it appears on a transcript from UNT. UFRT is accredited by the French Ministry of Higher Education and Research and this recognition does not extend to UNT.

6.05 Public Information Act. Notwithstanding any provision of this Agreement, UNT shall release information to the extent required by the Texas Public Information Act and other applicable law. If requested, UFRT shall make public information available to UNT in an electronic format.

6.06 Jurisdiction. This Agreement may be set forth in both English and French. The legal jurisdiction under which this Agreement shall be interpreted and enforced shall be the State of Texas, U.S.A., excluding its conflict of laws principles. The parties agree that the state and federal courts sitting in Texas will have exclusive jurisdiction over any claim arising out of this Agreement and each party consents to the exclusive jurisdiction of such courts.

IN WITNESS WHEREOF, the institutions have caused their duly authorized representatives to execute this Student International Exchange Agreement to be effective upon signature by both parties hereto.

UNIVERSITY FRANÇOIS-RABELAIS OF
TOURS

UNIVERSITY OF NORTH TEXAS

By: _____
Philippe Vendrix
President

Date: _____

By: _____
O. Finley Graves,
Provost and Vice President for
Academic Affairs

Date: _____

By: _____
David Holdeman,
Dean of the College of Arts and
Sciences

By: _____
Amy Shenberger,
Interim Vice Provost for International
Affairs and Director of Study Abroad