



STUDENT EXCHANGE AGREEMENT



**BETWEEN
KOREA UNIVERSITY
AND
UNIVERSITY FRANÇOIS-RABELAIS OF TOURS
(UNIVERSITY INSTITUTE OF TECHNOLOGY)**

I. INSTITUTIONS & PURPOSES

The purpose of the Agreement is to establish an affiliation between Korea University (hereinafter referred to as “KU”) and the University François-Rabelais of Tours (hereinafter referred to as UFRT”) to implement a university-wide student exchange program.

II. DEFINITION

In this Agreement, unless the content will otherwise imply, “exchange” shall mean a one-for-one exchange of students from each university; “exchange students” shall mean students participating in the exchange implemented herein; “home institution” shall mean the university at which the student intends to graduate; and “host institution” shall mean the university which has agreed to receive the exchange students from the home institution.

III. PRINCIPLES IN RECIPROCITY

1. Exchanges shall be reciprocal and balanced over the duration of this agreement. Exchange students shall pay tuition and fees to their home institution while tuition and fees will be waived at the host institution.
2. Each university may send up to 4 full-year students per year, or 8 one-semester students, as the number shall be calculated in terms of “student semesters/terms” (e.g., one student for one academic year equals two student semesters/terms). Exchange students coming from UFRT will be :
 - primarily one student from IUT – Journalism Department
 - three students from all Faculties of the University François-Rabelais of ToursHowever, this number may vary in any given year, provided a balance of exchanges is obtained over the term of the Agreement. The normal exchange period shall be one semester or one academic year.
3. To encourage the active interchange of students, students from UFRT will be permitted to engage in KU’s International Summer Campus program administered each year for six-weeks from June to August. In maintaining the balance of exchange, three summer students will be admitted as the equivalent of one full-year student.
4. In the event of an anticipated imbalance, either party may suspend or reduce intake or outflow of students to establish the balance.

5. Exchange students will not be charged for application or tuition fees at the host institution. The host institution may collect certain mandatory fees (e.g., health services) from incoming students, which are not required by the outgoing students. All such fees will be specified in advance.
6. Exchange students will be accorded the rights and privileges of regular attendance at the host institution, excluding the rights to matriculate and/or earn degrees at the host institution.
7. The exchange program shall be administered through the International Relations Office at UFRT and the Office of International Affairs at Korea University.

IV. APPLICATION & ADMISSION

1. Students who wish to participate in the exchange shall submit applications to the international programs coordinator (or other designated official) of their home institution.
2. Exchange students shall be nominated on the basis of criteria determined by the home institution. However, all students must have completed at least two semesters of study at the home institution before beginning the exchange period and have demonstrated superior academic achievement and meet a language proficiency requirement, defined as the capability for a student to succeed academically at the host institution. The host institution reserves the right to review these students and to make the final decision concerning their admission.
3. The names of students undertaking the exchange, together with relevant academic information, including a list of classes/modules each student wishes to take, will be sent to the host institution approximately four months prior to the exchange taking place.
4. The host institution international programs coordinator shall arrange for appropriate review of applications and selection of applicants, and shall notify successful candidates via the international programs coordinator for KU no later than May 1 for the fall semester/term and November 15 for the spring semester/term; and for the international programs coordinator for UFRT no later than May 1 for the fall semester/term and November 15 for spring semester/term. This notification should include an evaluation of the availability of preferred classes/modules.
5. While students nominated by their home institution will normally be accepted by the host institution, the host institution international programs coordinator retains the right to review these students and to make the final decision concerning their admission. Lack of availability of desired classes may result in denial of otherwise qualified applicants.
6. The host institution international programs coordinator will assist in the procurement of all visa documents for exchange participants.

V. REGISTRATION, FEES, & RECORDS

1. Exchange students shall pay tuition and fees at their home institution. Neither university shall request charges from exchange students for tuition or application.

2. Students will receive all orientation and registration materials from their host international programs coordinator with instructions to go through the normal registration procedures of that institution, abiding by the established deadlines. While effort will be made to assist students in enrolling in the classes they prefer, there is no guarantee of specific classes.
3. All students must register on a full-time basis. (At KU full-time enrollment requires 12 credits per semester and at UFRT 30 credits per semester.)
4. Records will be established for exchange students as if they were regularly matriculated students of the host institution. An official transcript of course work and grade will be mailed to the Registrar of the home institution at the completion of each semester of attendance.
5. Any academic credit that the student receives from the host institution may be transferred back to the home institution in accordance with procedures determined by the home institution.
6. An exchange student who wishes to participate in a foreign language program in addition to the courses taken during the exchange semester may do so upon payment of established session fees to the host institution.

VI. STUDENT OBLIGATIONS

1. Exchange students will be responsible for ensuring their own international transportation either arranged individually or by the sending institution. Travel costs will be the responsibility of the individual exchange students.
2. Exchange students are responsible for securing their own financial support, and the host institution bears no responsibility for providing funds to an exchange student for any purpose.
3. Exchange students are responsible for securing their own housing accommodations, but the host institution will provide assistance and support in locating appropriate housing. Students interested in living in university housing, if available, should apply to the housing office of the host campus through the host international exchange coordinator.
4. Exchange students are required to be covered by health insurance valid in the host country. Proof of health insurance valid in France, or purchase of health insurance at UFRT will be required for exchange students from KU. Proof of health insurance valid in Korea will be required for exchange students from UFRT.
5. The obligations of the two institutions under this Agreement are limited to the exchange students only and do not apply to partners or dependants. Expenses of accompanying partners/dependants are the responsibility of the exchange students.
6. Each institution reserves the right to dismiss any participating student at any time for academic or personal misconduct in violation of established regulations of the host institution and the host country. The dismissal of a participant shall not abrogate the agreement for the arrangements regarding other participants. Exchange students are subject to the same rules and regulations as local students.

7. Upon completion of the exchange period at the host institution, the participating students must return to their home university. No extension of stay will be authorized unless otherwise specified by the home institution.

VII. PERIOD OF AGREEMENT & REVISION

This Agreement shall be executed on the date of signature and remain in effect for five (5) years. Both KU and UFRT shall engage in mutual consultation and negotiation in the event(s) any major issue(s) arise in connection with this Agreement. In the case of any discrepancies arising from this Agreement, either institution may terminate with six (6) months' prior notice, provided that exchanges in progress, or agreed to, are not interrupted. In addition articles of this Agreement may be revised upon mutual consultation of the both parties herein.

For this purpose, the responsible parties will be the President of Korea University and the President of the University François-Rabelais of Tours.

Signed on behalf of:
Korea University

Signed on behalf of:
the University François-Rabelais of Tours

Byoung-Chul KIM
President
Korea University

Loïc VAILLANT
President
University François-Rabelais of Tours

Date:

Date:
