

# STUDENT EXCHANGE AGREEMENT

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*Between*

**THE  
UNIVERSITY OF STAVANGER, NORWAY,  
Faculty of Science and Technology**

*and*

**Universidad Nacional de Colombia  
Science Faculty**

## **PREAMBLE**

Based upon a mutual respect for the integrity of similar academic programs and in an effort to better serve students intending to pursue higher education abroad, the Science Faculty at Universidad Nacional de Colombia and the Faculty of Science and Technology at University of Stavanger (UIS) hereby enter into an Exchange Agreement.

## **I DEFINITIONS**

For the purposes of this Agreement:

"Exchange Student" means a student who has been selected by the Home Institution and accepted by the Host Institution for a Student Exchange.

"Home Institution" means the institution from which the Exchange Student is sent.

"Host Institution" means the institution receiving the Exchange Student.

"Student Exchange" means an arrangement where an Exchange Student pays domestic tuition to his/her Home Institution and is permitted to study at the Host Institution without paying additional tuition.

## **II. NUMBERS AND FEES**

1. Subject to the availability of suitable candidates, each institution will offer **2** places free of tuition each academic year during the period of the agreement.  
Institutions may send students for two semesters rather than for one semester. Two students for one semester shall be equivalent to one student for two semesters.  
In principle, the exchange of students will occur on a one for one basis. This number may vary in any given year, but over a fixed period of five years, the total number of students participating shall be equal as far as possible.  
Neither Institution will be required to accept more than **2** students in any given semester.
2. The absence of exchanges during any one academic year is acceptable and does not nullify this Agreement. Both parties agree to promote the Student Exchange program regularly and to the best of their ability.
3. Exchange Students will be enrolled as non-degree seeking students at the Host Institution and are exempt from any requirement to apply for admission and from tuition fees.

4. All though students from Universidad Nacional de Colombia are exempt from paying tuition fees to the UIS, students will have to bear additional and miscellaneous expenses for voluntary study trips and field excursions.
5. If there are more students interested in participating in the Student Exchange program than there are places available in any given year and the Parties are not bound by a Study Abroad Agreement, students from the Home Institution can attend the Host Institution and pay the applicable fees directly to the Host Institution.  
However, the parties will endeavour to make arrangements to accept additional Exchange Students without charging tuition fees.

### **III. SELECTION**

1. The Student Exchange program is open to students from Universidad Nacional de Colombia University and the University of Stavanger who have completed at least one year of full time undergraduate study.
2. The Exchange program will be open to (undergraduate/postgraduate) students from the Faculty/Department of Science Faculty at Universidad Nacional de Colombia at the UIS and to (undergraduate/postgraduate) students from the Faculty/Department of Faculty of Science and Technology at University of Stavanger (UIS).
3. Exchange Students will be selected by the Home Institution usually on the basis of academic merit and are subject to acceptance by the Host Institution undertaking the normal admission procedures.
4. Students may enrol in any course offered by the Host Institution, subject to availability, for which they meet pre-requisite study requirements.
5. Participation in an exchange under this agreement carries no expectation of subsequent transfer to the regular degree programs of the Host University.
6. Each Exchange Student's decision to study at the Host institution is a personal one, however this decision should be coordinated with the Home Institution in the interest of quality assurance.
7. If the Host Institution rejects any candidates selected by the Home Institution, the Home Institution may select additional candidates for consideration by the Host Institution.
8. Students from the University of Stavanger travelling to the at Universidad Nacional de Colombia University must demonstrate a Level 4 out of a possible Level 6 in English on their senior high school transcript or earn a minimum score as set forth by at Universidad Nacional de Colombia on the TOEFL or IELTS or other English Assessment requirements.  
Students from Universidad Nacional de Colombia traveling to the University of Stavanger must demonstrate the required level of English proficiency set by the Department of the specific study program which the student is applying to.

### **IV. STUDENTS' OBLIGATIONS**

1. Exchange Students pay tuition and any other study related costs to their Home Institution.
2. Exchange Students are responsible for their own financial support during the exchange period. This includes their travel, accommodation and living expenses. The Host Institution bears no responsibility for providing funds to an Exchange Student for any purpose.
3. Exchange Students are responsible for contracting their own medical insurance in accordance with the policies of the Host Institution. Notwithstanding the above, University of Stavanger students who are already covered by the Norwegian National Insurance Scheme for students

abroad are exempt from purchasing the at Universidad Nacional de Colombia University health insurance.

4. Exchange students will be subject to the rules and regulations of the host institution. Any breach of these rules will be dealt with in accordance with the disciplinary policy of the host university

#### **V. HOST INSTITUTION'S OBLIGATIONS**

Each Institution shall undertake all reasonable measures in order to ensure the success of this exchange program.

1. Host Institution agrees to accept and enrol exchange students as full time, «non-award/non-degree» students for the duration of their exchange.
2. Each Exchange Student will enjoy the same rights and privileges as a student of the Host Institution.
3. The Host Institution will provide incoming Exchange Students with an identifiable contact person who will be responsible for assisting the Exchange Student with enrolment and other welfare issues.
4. A pre-departure package will be sent to all incoming Exchange Students by the Host Institution.

An organised reception will be provided for incoming Exchange Students, provided they arrive during specified Orientation periods.

Host Institutions will establish records for Exchange Students as if those Exchange Students were regularly enrolled students at the Host Institution. University of Stavanger will issue a Transcript of Records according to the procedures outlined on this web page: <http://www.uis.no/studies/practical-information/credit-system-and-grading/>. Universidad Nacional de Colombia will issue a Transcript of Records according to the Agreement 033 of 2017, by which the basic guidelines for the process of formation of the students are established through their curricular programs Chapter II, Article 6. Thus grading system at Universidad Nacional de Colombia: the scale of grades in Colombia is from zero (0.0) to five point zero (5.0), being zero the worst grade and five the best grade. The minimum grade required to pass is three point zero (3.0). Additionally, in the transcript you can find the following abbreviations: AP = Approved, NA = Not Approved, and PD – Pending of Approval. For Universidad Nacional de Colombia the credit is the measuring unit of the time a student requires for the satisfactory accomplishment of each subject's training purposes and it is equivalent to 48 work hours, including house work, of the student in one academic period.

5. Each Home Institution will assist its Exchange Students in obtaining the appropriate visa for the period of the Student Exchange. Notwithstanding this, each Exchange Student will be ultimately responsible for obtaining his/her visa, passport or other necessary documents and paying for them. Neither party shall be liable to the other or to any other party for the failure of an Exchange Student to obtain the necessary documentation.
6. While Exchange Students will be responsible for securing their own accommodation, the Host Institution will assist Exchange Students to locate appropriate accommodation.

#### **VII. DURATION**


1. This Agreement shall remain in force for five years from the date of the last signature.
2. This Agreement will be reviewed by both Parties prior to the end of the third year, with a view to either renewal or termination.


3. Notwithstanding the above, either Institution may terminate this Agreement by giving written notice of not less than six (6) months. The termination of the Agreement should allow for the Exchange to be brought into balance, and Exchange Students who have commenced at either Institution at the date of the notice of termination to complete their academic year at the Host Institution.
4. This agreement constitutes the entire agreement between the parties. No amendment, consent or waiver of terms of this agreement shall bind either party unless in writing and signed by all parties.
5. It is understood that both Parties will support and promote the spirit of this Agreement to encourage academic collaboration and to facilitate as much as possible the academic progress, physical relocation and cultural orientation of all Exchange Students.

#### VI. APPLICABLE LAW AND JURISDICTION

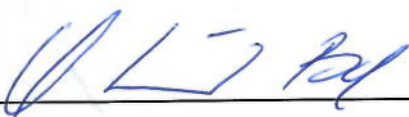
1. The Agreement shall be governed by and interpreted in accordance with Norwegian law. Disputes arising in connection with the Agreement and which cannot be resolved by mutual agreement between the Parties shall be settled by court proceedings brought before Stavanger District Court.

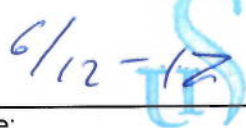
Executed for the Universidad Nacional de Colombia, Colombia:

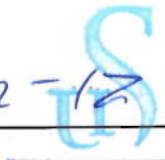
  
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Prof. IGNACIO MANTILLA PRADA  
Rector

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Date 23 MAR 2018

Executed for the University of Stavanger, Norway:  
Faculty of Science and Technology

  
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Date: \_\_\_\_\_

  
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