

EXCHANGE AGREEMENT

BETWEEN

The University of New Mexico, School of Engineering and

School of Architecture & Planning

AND

Jönköping University, School of Engineering

The School of Engineering at the University of New Mexico and the School of Engineering at Jönköping University, recognizing the value of educational and cultural exchanges which can be achieved between our institutions, enter into this agreement to facilitate the exchange of students and scholars.

1. Definitions

- a. For the purposes of this agreement, "home" institution shall mean the institution at which the student intends to graduate and "host" institution shall mean the institution that has agreed to accept the student from the home institution.
- b. Semester or academic year shall normally refer to the period relevant to the host institution.

2. Purpose of the Agreement

- a. The general purpose of this agreement is to establish specific educational relations and cooperation between the two participating institutions in order to promote academic linkages and to enrich the understanding of the two countries concerned.
- b. The purpose of the exchanges between faculty members is to promote collaborative research, other educational developments and to further mutual understanding.
- c. The purpose of the student exchange is to enable students to enroll in subjects at the host institution for credit, which can be applied towards their degree at their home institution.

3. Responsibilities of Participating Institutions and Students

Each institution shall undertake all those measures as are seen as reasonable to give maximum effect to this exchange program.

- a. Each institution agrees to accept and enroll exchange students as full time, "non-award" or non-degree status students for the duration of their exchange.

- b. Each student will be provided with the same academic resources and related support services that are available to all students at the host institution.
- c. It will be the responsibility of the exchange student to obtain official approval from his or her home institution for subjects taken at the host university.
- d. It is the responsibility of the exchange student to ensure he or she obtains a copy of his or her official academic transcripts covering the courses taken during the period of the exchange. The exchange student is responsible for ensuring that the host institution forwards copies of his/her transcript to the appropriate office at the home institution including payment of the applicable transcript fees.
- e. Exchange students will be subject to the rules and procedures specified by the host institution for the academic period in which the student enrolls. The home institution will have responsibility for all matters concerning credit for subjects taken.
- f. All approved classes will be taught in English at the host and home institutions. Students are at liberty to take other, non-approved, classes so long as the student meets the institutions' enrollment and/or language requirements.
- g. Students must meet immigration /visa requirements for student status in the host country.

4. Numbers

The number of student participants shall be subject to the following terms:

- a. Typically, up to five students from the University of New Mexico and five students from Jönköping University will participate in the exchange each year.
- b. The number of participants may be increased by the mutual agreement of the two parties.
- c. Reasonable efforts shall be made to involve equal numbers of students from the University of New Mexico and Jönköping University in the Exchange over the period of the Agreement.
- d. In assessing balance, one student who registers for two academic semesters or sessions shall be considered equivalent to two students each registering for one academic semester.

5. Selection and Enrollment of Students

It is expected that only students of high academic quality will be selected to participate in the exchange program. The home institution will screen applications from its student body for exchange. Students, undergraduate and graduate, are eligible to participate if they:

- a. have completed at least one year of study at their home institution;
- b. are enrolled at their home and host institution for the full period of the exchange;

- c. have an enrollment proposal, approved by their home Faculty and host institution, and are deemed academically qualified to successfully complete the nominated subjects at the host institution. Each institution will directly communicate with the relevant International Office on subject availability, including enrollment limitations and conditions;
- d. Students enrolling at the University of New Mexico should have proof of English proficiency. Jönköping University students may submit a copy of a TOEFL or other recognized English proficiency examination or equivalent certificate to meet this requirement
- e. Each institution will send the other completed applications for their students at least twelve (12) weeks before the beginning of the entry semester. The host institution reserves the right of final approval on the admission of a student and will, where appropriate, establish language proficiency standards.

6. Financial Responsibilities of Institutions

Exchange students will be provided with the following, by the host institution, at no cost to the student:

- a. Tuition and related costs
- b. Orientation Program
- c. Student services normally available to other enrolled student

Certain student fees or special course fees, which are not considered tuition, may be assessed to students by the host institution. The host institution will make every effort to inform students about such fees when they are accepted. For example, the School of Engineering and School of Architecture programs at UNM assess a special course fee on all courses, and exchange students will be expected to pay this fee.

7. Financial Responsibilities of Exchange Students

Exchange Students will be financially responsible for:

- a. Travel to and from the host institution
- b. Books, stationary, etc.
- c. Travel documentation, visas, etc.
- d. Special fees assessed for some courses at the host institution
- e. Living expenses (food, etc.)
- f. Special fees for document preparation, visa processing, etc. required of all international students by the host school.
- f. Each student must arrange for appropriate medical/health-care insurance before leaving their home institution. Each student will pay the cost of the insurance. The home institution shall satisfy itself that a candidate for exchange has the ability to meet all of his or her financial responsibilities as detailed above. This may include provision for a period of vacation if a student is participating in an exchange, which spans two semesters, particularly the long December/January break.



8. Accommodation

Incoming students may apply for campus housing at the host institution, but will not be guaranteed accommodation on-campus. Good faith efforts will be made to assist the students to obtain on-campus or alternatively, off-campus accommodation, within reasonable distance from the campus. It is recognized that on-campus accommodations may not always be possible and students should be made aware of this possibility as soon as dialogue opens in an exchange arrangement. Students will also be made aware that they are responsible for all costs associated with accommodation.

9. Direct Enrollment

Students from the University of New Mexico and Jönköping University may apply for direct enrollment at the host institution. Direct enrollment students must apply for admission to the host university through the regular admission process and will be responsible for payment of all required tuition, fees and other costs associated with enrollment. Direct enrollment students are not considered part of the exchange agreement, and provisions of this agreement may not apply to them.

11. Exchange Students Families

It is not anticipated that spouses and dependents will accompany an exchange student. Where such arrangement is proposed, it is subject to the approval of the host institution on the understanding that all additional costs incurred by accompanying spouses and dependents are the responsibility of the exchange student.

12. Faculty and Staff Exchanges

The two institutions agree in principle to the possibility of exchanges by General staff (Administrative) and Faculty members. The details of such arrangements will be negotiated at the appropriate time and will be governed by the institutional staffing rules and relevant approval processes. The participating institutions shall not be responsible for any private arrangements made by participating staff members covering exchange of accommodations, cars, etc.

13. Exchange Program Review

Both institutions will be responsible for a regular review of the exchange program at least every two years. The review is essential in order to make appropriate and mutually agreed modifications as may be required and to identify new opportunities for co-operation in scholarship and research.

14. Period of Agreement

This agreement will take effect from the date of signature by both parties and will remain in force until terminated by agreement between the parties. Any changes must be agreed to in writing by both parties. A minimum period of twelve months

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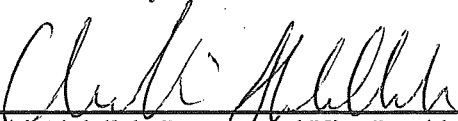
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notice will be required from either party wishing to terminate the agreement. In the event of termination, all commitments to students participating in the program will be honored by relevant parties.

15. Signatures:

This agreement constitutes the entire agreement between the parties. No amendments, consent or waiver terms of this agreement shall bind either party unless in writing and signed by all parties.

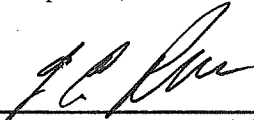
For the University of New Mexico:

 Oct 1, 2012

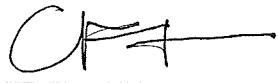
Chaouki Abdallah, Provost and Vice President for Academic Affairs

 1 Oct 12

Ken Carpenter, Interim Director of International Programs & Studies

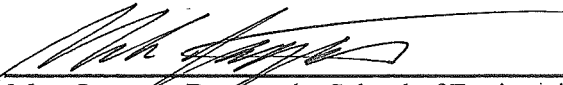
 22 Feb. 2013

Catalin Roman, Dean of the School of Engineering

 3.7.13

Geraldine Forbes Isais, Dean of the School of Architecture & Planning

For Jönköping University:

 26 OCT-12

Mats Jägsten, Dean at the School of Engineering

