

ANNEX 1

SPECIFIC AGREEMENT TO CREATE INTERNSHIP PROGRAMS FOR UNM STUDENTS IN COMPANIES AFFILIATED WITH MADRID NETWORK AMONG DON HECTOR CASADO AND DON MIGUEL ÁNGEL LÓPEZ, IN THEIR CAPACITY AS JOINTLY AUTHORIZED REPRESENTATIVES OF THE MADRID NETWORK ASSOCIATION, DON JESÚS MARTÍN SANZ AND DOÑA IRIS CÓRDOBA MONDÉJAR, IN THEIR CAPACITY AS JOINTLY AUTHORIZED REPRESENTATIVES OF THE MADRID SPANISH LANGUAGE PLATFORM, AND THE REGENTS OF THE UNIVERSITY OF NEW MEXICO (HEREINAFTER "UNM"), REPRESENTED BY THE PROVOST AND EXECUTIVE VICE PRESIDENT FOR ACADEMIC AFFAIRS, DR. CHAOUKI ABDALLAH, IN ACCORDANCE WITH THE FOLLOWING ANTECEDENTS AND CLAUSES:

ANTECEDENTS

- A. That in accordance with the terms of the Inter-Institutional Cooperation Agreement signed by the institutions, the parties expressly agree to launch an initiative by Madrid Network and for the formulation, fulfillment, and implementation of Internship Programs in companies affiliated with Madrid Network.
- B. That the parties recognize the importance of developing these Internship Programs to provide an international experience to UNM students while helping to improve the image of companies through an internationalization project.

Therefore, the parties wish to execute this specific agreement in accordance with the following terms and conditions:

CLAUSES

Internship Programs in companies affiliated with Madrid Network

- 1.1 The internships are educational and unpaid in accordance with the Royal Decree 1493/2011, of October 24, which stipulates the terms and conditions of incorporation into the Social Security General Regime for persons taking part in training programs, in development of Law 27/2011, of August 1, regarding update, adequacy and modernization of the Social Security system in the Kingdom of Spain.
- 1.2 The students who participate in the Internship Programs may receive academic credit for their international experience as determined by the pertinent UNM academic department based on each student's program of study.

1.3 The Internship Programs are open to undergraduate and graduate students of all disciplines:

1. **Undergraduate students:** a first international experience in a professional environment bringing students to reflect upon their academic and professional project.
2. **Graduate students:** an in-depth practice to give students work experience and job skills.

1.4 In addition to the practical training component, the Internship Programs might include: lodging, tours, Spanish class, seminars, and workshops, depending on the needs of UNM, the duration of the Internship Programs, or a student's major field of study. A specific package will be proposed in an **appendix** for each group of students. The **appendix** will detail the program conditions and the package price for each specific program.

1.5 Madrid Network will charge the pertinent UNM academic department for the corresponding package price. Participating students will be responsible for all expenses not included in the package and for any additional personal expenses.

1.6 Madrid Network will outsource the management of Internship Programs to OLESAY SL, which is a member of Madrid Network and exclusive provider in the framework of this annex, specialized in international education programs.

OLESAY SL will manage and monitor the Internship Programs in their entirety, providing students with constant and personalized attention, in liaison with the pertinent UNM academic department's designated contact. This will include, but will not be limited to, management and monitoring of the practical training in hosting companies, and contact with each student, company supervisor, and designated contact.

1.7 Each Internship Program will last a minimum of 8 weeks. The number of hours per week will be determined based on the needs of each student and company, but will not exceed 40 hours.

1.8 The parties agree that the students are responsible for the following:

- To pay the package price to UNM on a timely basis.
- To comply with the schedule agreed to with the institution where they carry out the practical training.
- To comply with the institution's rules governing internal discipline, security, and workplace hygiene.
- To efficiently discharge the practical training activity and follow the supervisor's guidance.
- To strictly protect trade secrets and never publicize any information received at the institution or share it with third parties.
- To not exploit the practical training work product either during or after the internship without the institution's express permission.

- To inform the internship coordinator about anything that affects the development of the practical training.
- To procure an insurance policy issued in the student's country of origin with coverage for accidents or illness during the entire stay.
- Other responsibilities as may be agreed to by the parties.

Duties of the Pertinent UNM Academic Department

- 2.1 To promote the Internship Programs to its students.
- 2.2 To give academic credit for the internship when possible.
- 2.3 To provide students with clear information about the content, objectives, and philosophy of the Internship Programs.
- 2.4 To select and nominate its students to participate in the Internship Programs in accordance with selection criteria agreed to by UNM and Madrid Network for each of the proposed positions and participants.
- 2.5 To assign a contact person for all things related to the management of the department's Internship Program, who will liaise with OLESAY's internship coordinator regularly and will stay in regular contact with each student.
- 2.6 To pay the package price as stated in clauses 1.4 and 1.5 to the Madrid Network bank account listed in the **appendix** pertinent to each Internship Program.
- 2.7 To send to OLESAY SL, as designated coordinator of the Internship Programs for Madrid Network, all necessary information.

Madrid Network's Duties

- 3.1 To promote the Internship Programs to its affiliated companies and to carefully select the companies and the substance of the internships in order to maintain high quality as a hallmark of the program.
- 3.2. To provide member companies with clear information about the content, objectives, and philosophy of the Internship Programs and to offer training to each company's designated supervisor to carry out the role of internship supervisor.
- 3.3. To select the companies to participate in the Internship Programs in accordance with selection criteria agreed to by UNM and Madrid Network for each of the proposed positions and participants.
- 3.4 To prepare an official copy of the final internship report for UNM to validate academic credit.

Terms of Agreement

- 4.1 This agreement will become effective upon signing by the parties and shall automatically renew for successive terms of five (5) years each, unless terminated in writing as provided for in this agreement.
- 4.2 If one of the parties wants to terminate or withdraw from this agreement, it must notify the other parties in writing at least six (6) months in advance. In this case, the students who have already been accepted will not be affected and shall be permitted to finish their internship by the agreed date, and the terms and clauses of this agreement will still apply.

All notices shall be in writing and shall be directed to the following persons:

FOR MADRID NETWORK:

Don Miguel Ángel López López, General Secretary
José Abascal 56, 3^a planta
28003 Madrid
Spain

Phone: +34 913 997 586

Fax: + 34 914 414 155

miguelangel.lopez@madridnetwork.org

<http://www.madridnetwork.org>

FOR MADRID SPANISH LANGUAGE PLATFORM:

Dña Iris Córdoba Mondéjar, Managing Director
Avenida Juan Carlos I, No. 13 flat 10 (Garena-AEDHE Torre)
28805 Alcalá de Henares. Madrid.
Spain

Phone: +34 91 889 5061

Iris.cordoba@madridnetwork.org

<http://www.madridnetwork.org>

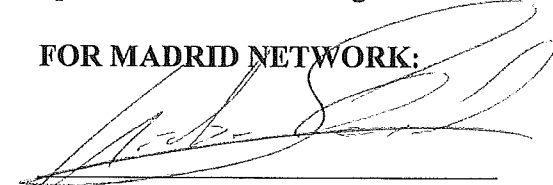
FOR THE REGENTS OF THE UNIVERSITY OF NEW MEXICO:

Dr. Chaouki Abdallah, Provost and Executive Vice President for Academic Affairs
MSC05 3400
Scholes Hall, Room 240
1 University of New Mexico
Albuquerque, NM 87131
USA

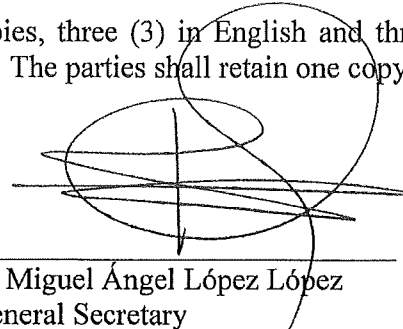
Phone: + 1 505 277 2611
Fax: + 1 505 277 8275
provost@unm.edu
<http://www.unm.edu/~acadaffr/index.html>

This Agreement is signed in duplicate in six (6) copies, three (3) in English and three (3) in Spanish, all contents being identical and equally valid. The parties shall retain one copy of each.

FOR MADRID NETWORK:



D. Héctor Casado
Executive Director

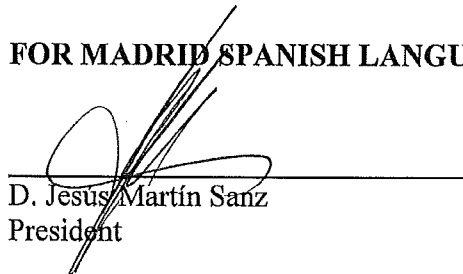


D. Miguel Ángel López López
General Secretary

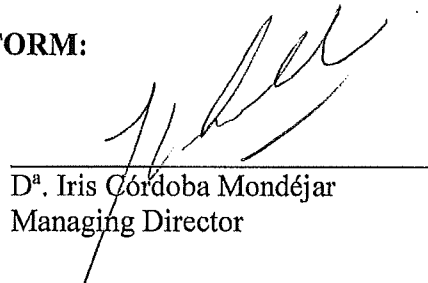
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Date: _____

FOR MADRID SPANISH LANGUAGE PLATFORM:



D. Jesús Martín Sanz
President

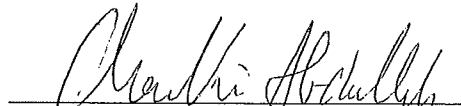


Dª. Iris Córdoba Mondéjar
Managing Director

Date: _____

Date: _____

FOR THE REGENTS OF THE UNIVERSITY OF NEW MEXICO:



Dr. Chaouki T. Abdallah
Provost and Executive Vice President for Academic Affairs

Date: March 31, 2014

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