

**AGREEMENT FOR STUDENT EXCHANGE  
BETWEEN  
THE UNIVERSITY OF NEW MEXICO  
AND  
RITSUMEIKAN UNIVERSITY**

THIS AGREEMENT, entered into between the University of New Mexico (hereinafter referred to as UNM), Albuquerque, New Mexico, USA, and Ritsumeikan University (hereinafter referred to as RU), Kyoto, Japan, is made pursuant to the Agreement of Cooperation between the two universities. Both parties hereby agree that:

**1. Administration**

The exchange program shall be administered through the Office of International Programs and Studies (OIPS) at UNM and the Office of International Education at RU (Kinugasa campus).

**2. The Number of Exchange Students**

Each university may in principle nominate not more than two undergraduate or graduate students for exchange each year, or each university may nominate four students for a one-semester exchange. However, this number may vary in any given year provided a balance of exchanges is attained over the term of the agreement.

**3. Length of Exchange Period**

The normal period of exchange shall in principle be one academic year; however, permission for exchange for the period of one semester only may also be granted upon the mutual agreement of both universities.

**4. Nominee Requirements**

Nominees must have completed and have passed the exams of at least one year of study at the home university prior to commencing the exchange period, with an overall GPA of 3.0 ("B" average). While nominees will normally be accepted for exchange by the host university, the host university reserves the right to review the applications of nominee and make final decisions concerning admission.

**5. Application Materials**

Each year, UNM will forward to RU the appropriate documents of its nominee(s) as required by RU by the end of November for spring semester admission or the end of April for fall semester admission. RU will inform UNM of the final admission decision at the earliest possible time. Similarly, RU will forward to UNM the appropriate documents of its nominee(s) as required by UNM, by October 1 for spring semester admission or April 1 for fall semester admission. UNM will inform RU of the final admission decision at the earliest possible time.

**6. Visa Application**

Each host institution will issue appropriate documents for each accepted nominee for the issuance of a student visa, in accordance with current national laws. It is the responsibility of each individual student to obtain a student visa in his or her home country in a timely manner.

**7. Course Details**

Students accepted for exchange will be enrolled as non-degree full-time students. UNM students at RU will normally be enrolled in the RU Study in Kyoto Program. Exchange candidates meeting the minimum Japanese language requirements specified by RU will enroll in Study in

Kyoto Program Japanese language courses. Exchange candidates may, regardless of Japanese language ability, also enroll in Japan and World Perspectives courses and/or other relevant courses conducted in English as appropriate. Students with suitable proficiency in the Japanese language may also enroll in regular courses conducted in Japanese, subject to the policies and regulations of RU.

RU students at UNM with suitable proficiency in English may enroll in regular courses offered by UNM, subject to the policies and regulations of UNM. Undergraduate students must complete the TOEFL examination before arrival at the University of New Mexico and present proof of a score of at least 520 (190); graduate students must score at least 550 (213). Other proof of English language proficiency may be substituted for the TOEFL examination upon approval of UNM.

#### 8. Course Credit

Any academic credit received during the course of the program at the host institution may be transferred to the home institution in accordance with the appropriate regulations of the home institution. 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, and to obtain an official copy of his or her academic record at the end of the period of study.

#### 9. Tuition and Fees

Exchange students will not pay examination, matriculation, and tuition fees to the host institution, but should pay these to the home institution as per the usual regulations of the home institution.

#### 10. Other Costs

Exchange students will be responsible for making their own international travel arrangements and the associated costs, as well as for expenses associated with room, board, study materials, local transportation, student health insurance, medical care, personal matters, and passport/visa applications. Some specific courses may require special fees for materials or special services. Exchange students will not be exempt from these fees as part of the tuition waiver when those fees are charged to all students in the class. Students will be notified about these fees at the time they register for the courses.

#### 11. Health Insurance

UNM students will be required to enter the compulsory Japanese *National Health Insurance* plan while at RU. In the exceptional case that a student should not obtain this health coverage, it will be the individual student's responsibility to cover all incurred medical charges at full rate. RU students must enroll in a health insurance plan covering overseas travel before entering the United States, and the coverage must meet the minimum requirements for admission to the U.S. as a J-1 exchange student as determined by the U.S. Department of State.

#### 12. Housing

Both UNM and RU will make every reasonable effort to arrange for university-approved accommodation for the exchange students. Both parties agree that if accommodations are arranged at a university dormitory or residential college, it will be at a cost per student no greater than that charged to regular students attending the host institution.

#### 13. Student Support

Both UNM and RU agree to work together toward the integration of exchange students from UNM into Japanese student life and the integration of exchange students from RU into U.S. student life. Each student will be provided with the same academic and related student support services that are available to all students at UNM or RU.

14. Rules and Regulations

All exchange students will be subject to the rules and procedures specified at the host university during the period of study in the exchange program. Each institution reserves the right to dismiss any exchange student at any time for conduct that is in violation of their established rules and regulations. The dismissal of a participant shall not abrogate the agreement or the arrangements regarding other participants.

15. Extension of Exchange Period

Upon completion of the study term at the host university, participating students must return to the home university. No extension of stay will be authorized at the host institution unless otherwise specifically agreed upon by mutual consent with the home institution.

16. Term of Agreement

This agreement will be effective from the date of signature and shall remain valid for an initial period of five years. Thereafter, it shall be automatically renewed each year, unless any party provides written notice to terminate the agreement a minimum of six months prior to the expiration date. The terms of this agreement may be revised and modified through mutual discussion and consent between the two institutions. This agreement constitutes the entire agreement between UNM and RU. No amendments, consent or waiver terms of this agreement shall bind either party unless in writing and signed by both parties.

This agreement is to be executed in the English language in two copies, with one copy for each institution. Either copy is of equal validity.



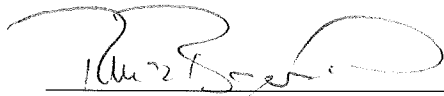
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