

MEMORANDUM OF AGREEMENT
FOR A STUDENT EXCHANGE PROGRAMME
BETWEEN
THE UNIVERSITY OF WESTERN AUSTRALIA

AND

THE BOARD OF REGENTS OF THE UNIVERSITY OF NEW MEXICO

The purpose of this Agreement is to establish a Student Exchange Programme between The Boards of Regents of the University of New Mexico (UNM) and The University of Western Australia (UWA). The programme seeks to broaden the scope of the academic curriculum and to provide a unique learning experience for students in an overseas environment, as well as to promote cooperation between the two institutions.

1. TERMS OF THE AGREEMENT

The two institutions agree to enter into this Agreement commencing January 2008

At UWA the authority to operate this Agreement is vested in the International Centre. At UNM the authority to operate this Agreement is vested in the Office of International Programs & Studies (OIPS).

For the purposes of this agreement, "home" institutions shall mean the institution at which the student is originally enrolled and intends to graduate, and "host" institution shall mean the institution which has agreed to accept the student from the home institution.

2. ACADEMIC YEAR

The academic calendar at UWA extends from March to June (Semester 1) and July to November (Semester 2). The academic calendar at UNM extends from late August through early December (Fall Semester) and mid-January through mid-May. The participating students can enrol at the host institution for one or two semesters commencing in either semester, and may enrol over two academic years provided semesters of study are consecutive. One semester of study at UWA is equivalent to one semester of study at UNM.

Research students may commence at any time by agreement between the host institution and the home institution.

3. NUMBERS OF PARTICIPANTS

UWA will send up to five (5) exchange students to UNM each year and UNM will send up to five (5) exchange students to UWA each year for the duration of this agreement, unless this number is varied by mutual agreement. One student for one year will be equivalent to two students for one semester. One research student for a period of up to six months will be equivalent to one student for one semester and one research students for a period of six to twelve months will be equivalent to one student for one year. Both institutions will review the programme annually for any imbalance in the number of exchange students and will adjust the number of exchange students over the term of the agreement, as necessary, to maintain a reasonable balance in the exchange. In the review process balance will be sought on numbers across all faculties covered by the terms of this Agreement.

4. SELECTION OF PARTICIPANTS

- (i) The student exchange programme will be open to undergraduate and postgraduate (including research degree) students with the proviso that exchange students must have completed at least one year of continuous study at the home institution before the exchange year. The participation of students working for research degrees will be dependent upon the availability of appropriate supervision and facilities at the host institution.
- (ii) The home institution will screen applicants from its university for exchange. The host institution will reserve the right to make final judgements on the admissibility of each student nominated for the exchange.
- (iii) The following guidelines shall apply:
 - a. The exchange students must satisfy all admission requirements, including the language proficiency requirements (where applicable) of the host institution (see schedule 1).
 - b. The exchange students may apply to any academic programme offered by the host institution as specified within the Terms of this Agreement as non-degree students at a level determined by the host institution. The host institution reserves the right to exclude students from restricted enrolment programmes.

Any academic credit earned at the host institution shall be transferred back to the home institution in accordance with procedures determined by the latter. The exchange students' in-country study programme must be full-time and must be such that, provided it is successfully completed, the equivalent of full credit for the period of study must be awarded by the students' home institution. For example, if one semester of full-time study load is completed at the host institution, the exchange student should receive credit equivalent to credit normally allocated for one semester of full-time study at the home institution; and if study is for two semesters of full-time study at the host institution, the exchange student should receive credit equivalent to credit normally allocated for two semesters of full-time study at the home institution

- c. Upon completion of the exchange programme at the host institution, the exchange students must return to the home institution. Any extension of stay must be approved by both institutions.
- d. The exchange students must abide by all rules and regulations of the host institution. They will also have the rights and privileges enjoyed by other students at the host institution. They will be the subject to the same assessment procedures for the course in which they are enrolled as students of the host institution.

5. FINANCIAL AND OTHER RESPONSIBILITIES OF EACH INSTITUTION

Each institution will appoint an overall Coordinator to facilitate the exchange of students under the terms of this Agreement. The Coordinators will exchange all relevant information about the courses offered at their respective institutions (course description, timetable, admission requirements, etc).

a. Responsibilities of UWA

UWA agrees to accept the prescribed number of exchange students from UNM, to enrol them as full-time, non-degree students for the one or two regular semesters of the academic year, and to provide them with tuition fee waivers. Campus facilities and the appropriate student support including orientation and social programmes will be available to exchange students from UNM under the same conditions, and where applicable at the same incidental fees as those applying to UWA students. UWA will assist in finding housing in UWA residential colleges or other student accommodation. At the end of the semester, UWA will send an official academic transcript for each exchange student studying at UWA from UNM.

In order to help UNM provide useful pre-enrolment information to prospective exchange students, UWA will visit UNM on a regular basis to maintain personal contacts and provide face-to-face briefings as appropriate; provide sufficient supplies of accurate promotional material and information to UNM for the purposes of this agreement; provide regular and accurate updates of information to UNM about courses, fees, entry requirements, living conditions, legal or regulatory conditions for visa requirements, and other government regulations; allow UNM the right to use UWA's name, logo, and any other trademark, in activities and on terms approved by UWA during the term of this Agreement.

UWA agrees to monitor the success of the program by obtaining feedback from participating students, and to use this information, where necessary, to make improvements to the Student Exchange Programme or as a basis for staff training and development.

b. Responsibilities of The University of New Mexico

UNM agrees to accept the prescribed number of exchange students from UWA, to enrol them as full-time, non-degree students for the one or two regular semesters of the academic year, and to provide them with tuition fee waivers. Campus facilities and the appropriate student support including orientation and social programmes will be available to exchange students from UWA under the same conditions, and where applicable at the same incidental fees as those applying to students at UNM. UNM will assist in finding housing at UNM residential colleges or other student accommodation. At the end of the semester, UNM will send an official academic transcript of credits for each exchange student studying at UNM from UWA.

UNM will provide to its students applying to UWA accurate information provided by UWA (including information provided electronically), about the campus, resources and facilities, teaching methods, assessment methods, subject content and duration, admission requirements at UWA; the local environment, accommodation (on-campus and off-campus) and cost of living in Perth at UWA; the application process and conditions of the Australian Student Visa; the application and admission process to UWA; any fees other than tuition payable at UWA [This information will be contained within the Letter of Offer issued by UWA.]. UNM will ensure that any requests for advice on Australian visa applications or migration law are referred to the Exchange Coordinator at the University of Western Australia. UNM accepts that the provision of inaccurate and inappropriate advice on Australian visa applications or migration law may lead to termination of the agreement.

UNM agrees to monitor the success of the program by obtaining feedback from participating students, and to use this information, where necessary, to make improvements to the Student Exchange Programme or as a basis for staff training and development.

c. Student responsibilities

All exchange students must register and pay tuition and other required fees at their home institution. Each host institution will provide tuition fee waivers for the exchange students. Exchange students will be responsible for personal health and medical insurance coverage. Exchange students at UWA will be required to register for Overseas Student Health Cover (OSHC), as required by the Australian Government, and will be subject to the conditions of their student visas. UWA students who attend UNM will be required to present proof of insurance to the UNM Office of International Programs & Studies that meets or exceeds the minimum requirements of the U.S. Department of State for J-1 exchange students and scholars. The host institution will provide the necessary documents (where applicable) to enable the exchange student to obtain a student visa.

The exchange students will be responsible for the following:

- a. Transportation to and from host institution
- b. Room and board expenses
- c. Medical insurance
- d. Student Union fees, if applicable
- e. Special course fees for materials or other incidentals, which are charged to all students and are not covered by the tuition waiver agreement
- f. Textbooks, clothing and personal expenses
- g. Passport and visa costs
- h. All other debts and incidental expenses incurred during the course of the exchange period.

6. RENEWAL, TERMINATION AND AMENDMENT

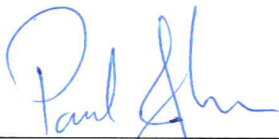
This agreement shall remain in force for a period of five (5) years from the date of the last signature, with the understanding that it may be terminated by either party giving six months prior notice to the other party in writing. The agreement may be extended by mutual written consent of the two institutions.

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.

This agreement may be amended by the exchange of letters between the two institutions. Such amendments once approved by both institutions, will become part of this Memorandum of Agreement.


IN WITNESS THEREOF, the parties hereto have offered their signatures:


For The University of Western Australia



Professor Paul Johnson
Vice-Chancellor
16 August 2012
Date

For The Boards of Regents of the
University of New Mexico



Kenneth Carpenter
Director of International
Programs & Studies
5-13-12
Date


Chauoki Abdallah
Provost and Executive Vice President
6/21/12
Date

Schedule 1

1. ADMISSION REQUIREMENTS FOR THE UNIVERSITY OF WESTERN AUSTRALIA (UWA)

(i) General Admission Requirements for all students

Candidates for student exchange at UWA must normally have completed at least one year of university study at the time of application to UWA.

(ii) Non-Indigenous Students. Candidates for student exchange will hold at least a 3.0 GPA (grade point average) on a 4.0 scale, an overall weighted average of 65% (UWA Scale), an overall B average or equivalent. Those applying to complete a second semester must be in good standing (weighted average of at least 50% with no fail grades) upon completion of their first semester. Students who fail to achieve this may be asked to return to their home university. Postgraduate (coursework) students must have completed a recognised bachelor's degree. Research students must have completed a recognised bachelor's degree and have previously undertaken work at a high enough standard towards a Masters or PhD degree at an approved institution.

(iii) Indigenous Students. In consideration of special entry mechanisms that are normally accepted for admission to a University programme of study for Indigenous students, a variance to the normal admission requirements is approved as follows:

(a) Indigenous candidates for student exchange at UWA must normally have completed at least one year of university study at the time of application to UWA.

(b) Minimum academic achievement: Indigenous candidates for student exchange will normally hold at least a 3.0 GPA an overall weighted average of 55% (UWA Scale) or equivalent. Consideration will be given to students who fall below this minimum where a case can be made demonstrating a student's suitability to succeed and benefit from a programme of study having regard to motivation, preparation and personal attributes. Each case will be assessed on individual merit by appropriate staff in each university, including a representative from the School of Indigenous Studies (SIS) at UWA, having regard to the cultural and academic support mechanisms available to facilitate a successful exchange.

At UWA the grading scale is:

GRADE	%
HD(Higher Distinction)	80-100
D(Distinction)	70-79
CR (Credit Pass)	60-69
P (Pass)	50-59
N+ (Fail)	45-49
N(Fail)	0-44
UP (Ungrade Pass)	
P+ (Pass)	
UF (Ungraded Fail)	

At UNM the grading scale is:

A	4.0
B	3.0
C	2.0
D	1.0
F	0 No passing
CR	Credit: Credit given but not computed in grade point average. Must be Equivalent to a C or better
NC	No Credit: Credit not given, not computed in grade point average.
I	Incomplete
WP	Withdrawal Passing
WF	Withdrawal Failing
WNC	Withdrawal No Credit
W	Withdrawal

2. ADMISSION REQUIREMENTS FOR THE UNIVERSITY OF NEW MEXICO

(i) General Admission Requirements

All UWA candidates for the student exchange programme at UNM must normally have completed at least one year of study at UWA

(ii) Non-Indigenous Students. UWA candidates for student exchange will hold at least a 3.0 GPA (grade point average) on a 4.0 scale, an overall weighted average of 65% (UWA Scale), an overall B average or equivalent. Those applying to complete a second semester must be in good standing (weighted average of at least 50% with no fail grades) upon completion of their first semester. Students who fail to achieve this may be asked to return to their home university. Postgraduate (coursework) students must have completed a recognised bachelor's degree. Research students must have completed a recognised bachelor's degree and have previously undertaken work at a high enough standard towards a Masters or PhD degree at an approved institution.

(iii) Indigenous Students. In consideration of special entry mechanisms that are normally accepted for admission to UWA for Indigenous students, a variance to the normal admission requirements is approved as follows:

(a) UWA Indigenous candidates for student exchange at must normally have completed at least one year of university study at the time of application to UNM.

(b) Minimum academic achievement: UWA indigenous candidates for student exchange will normally hold at least a 3.0 GPA an overall weighted average of 55% (UWA Scale) or equivalent. Consideration will be given to students who fall below this minimum where a case can be made demonstrating a student's suitability to succeed and benefit from a programme of study having regard to motivation, preparation and personal attributes. Each case will be assessed on individual merit by appropriate staff, including a representative from the School of Indigenous Studies (SIS) at UWA, having regard to the cultural and academic support mechanisms available to facilitate an successful exchange at UNM.

Schedule 2

EXCHANGE COORDINATORS

Each University agrees to appoint an overall Coordinator for the administration of this Agreement. The Coordinator will serve as the contact person on campus, being responsible for arrangements associated with the exchange of students, the general welfare of the exchange students, and ensuring that the necessary approvals are in place.

The Coordinators are:

For The University of Western Australia Name: Milly Ingate
Title: Manager, Student Exchange/Study Abroad
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For The University of New Mexico Name: Susi Knoblauch
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