STUDENT EXCHANGE AGREEMENT

BETWEEN

VANDERBILT UNIVERSITY,
THE UNITED STATES

AND

STOCKHOLM UNIVERSITY,
SWEDEN

This Memorandum of Understanding ("MOU") applies to an exchange of students between The College of Arts and Science, Vanderbilt University ("VU"), The United States, and Stockholm University ("SU"), Sweden. Both institutions shall, on the basis of reciprocity, support and promote the spirit of this Agreement to encourage academic collaboration and to facilitate as much as possible the academic progress, physical and cultural exchange by students of both institutions.

I. Exchange of undergraduate students between the College of Arts and Science, Vanderbilt University and Stockholm University.

A. Student exchange shall be on a one-to-one academic exchange basis with a maximum of two semester-long places or one year-long place available at each institution during each academic year. Each institution will submit to the other its students' applications for exchange by March 1st for Fall Semester exchange and by September 1st for Spring Semester exchange.

B. The Exchange Program aims for a balance in the number of students exchanged over the term of the Agreement. If either university is unable to send the maximum number of exchange students for one semester of study in any year during the Term of the Agreement, then that university will be eligible to send additional exchange students, equal to the deficit, in the following year during the Term of the Agreement. The intention is that over three years, an equal number of student-semesters will be undertaken in each direction.

When one of the institutions has difficulty in matching the incoming students from the partner institution in any particular academic year, the institutions may accrue up to two semester-long places. Once the accrual limit has been reached by either institution no further student exchanges shall take place until the
parties have consulted with one another and developed a written plan to achieve the intended balance.

II. Academic Year

A. The structure of the academic year for Vanderbilt University and Stockholm University is at Appendix 1A.

The agreement of both universities must be obtained by the exchange student to extend the duration of study at the host university into the following semester, subject to an academic year being the maximum duration of study at the host university. Agreement of the institutions must be obtained through the primary institutional contacts indicated below.

III. Selection & Nomination

A. Selection of students to participate in the Exchange Program will be done by the home university, subject to final approval by the host university. Each student must submit an application, in a form acceptable to the host institution, to participate in the Exchange Program. The two institutions agree that in the evaluation and admission of students for participation in the Exchange Program and in the administration of the Program, neither will discriminate on the basis of race, color, religion, sex, sexual orientation, marital or parental status, national origin, age, veterans/national guard/reserves status or disability.

B. Both universities will select students for the Exchange Program on the basis of merit and other non-discriminatory eligibility criteria as listed in Appendix 2A. The required supporting documents are listed in Appendix 2B.

The exchange student must meet the admission requirements of the host university and may have to fulfill other conditions, prerequisites and documentation for the host university. The exchange student will be nominated by the home university for admission as a non-degree seeking student of the host university in the following academic year.

C. Each home university should complete its selection of exchange students and nominate its exchange students for the Exchange Program in the following academic year to the host university within a mutually agreeable, reasonable time frame. The exchange student's nomination should be accompanied by a:

1. curriculum vitae;
2. statement of academic aptitude from a member of the student’s department; and
3. specific outline of the program of study at the host university.
The host university should evaluate the nominated exchange students and determine their acceptability for admission as exchange students by the end of April. The host university reserves the right to reject the home university's nominated exchange students. The home university may appeal the rejection.

D. A student who withdraws from participation in the Program prior to the start of classes will not be counted as part of the number of students exchanged by that person's home institution for the purpose of Section I(A), above. A student who withdraws or is dismissed after the start of classes does count as part of the number of students exchanged by the home institution for the purposes of Section I(A).

E. Each institution will send the other institution completed applications for their students by March 1 for Fall enrollment and by September 1 for Spring enrollment.

F. The absence of exchange during any one academic year is possible and does not nullify the MOU.

G. The exchange student will be registered as a full-time, non-degree seeking or non-graduating student for the duration of study at the host university. The Agreement excludes any expectation of a transfer to the graduating program of the host university.

H. If there are more students interested in participating in the exchange program than places available in any year, these students may apply to be enrolled as "non-degree" visiting students and pay the full standard tuition and fees applicable to regular, full-time visiting students.

IV. Program of Study

A. The exchange students must propose a program of study at the host university. The modules or courses proposed must fulfill the exchange student's degree requirements at his or her home university. Both universities should, therefore, provide each other with material on the details of modules or courses available in the following academic year. The material of the host university should be regularly updated and accessible to the exchange students of the home university. The material may be placed in the host university's reference library and/or on the internet.

B. The modules or courses must be self-contained and completed within the semester or term. For courses not taught in English on a regular basis the host university will make all possible efforts to offer complementary instruction in the English language, except where proficiency of another language is a prerequisite for a module or course. Academic counseling is the responsibility
of the exchange student’s faculty coordinator at the home university. An alternative module or course that will fulfill the degree requirements of the exchange student should be proposed if the original module or course is unavailable.

V. **Home Institution’s Obligations**

Each Home Institution shall inform its participating students that:

1. Exchange students shall pay tuition and university fees to their home institution.

2. Exchange students shall be responsible for their own financial support including international transportation, accommodation, living expenses, and insurance. While exchange students shall be responsible for securing their own accommodation, assistance will be provided by the host institution in locating appropriate accommodation for exchange students.

3. Exchange students shall abide by the laws of the host country and the rules and regulations of the host institution. During the period of participation in the Exchange Program, all students will abide by the policies, rules, regulations and financial requirements in effect at the host institution. Consistent with the non-discrimination provisions of Section III (A) above, the host institution will have the right to undertake disciplinary proceedings, impose disciplinary sanctions or terminate the participation of any student in the Exchange Program and in any other program, service, or benefit at any time if the student’s academic work or behavior are deemed not suitable in the judgment of the host institution. In the event disciplinary proceedings are initiated, sanctions are imposed, or termination is required, the institution taking such action(s) will promptly notify the other institution in writing of the cause and nature of the proceedings, sanctions or termination.

4. It is the responsibility of the exchange student to have obtained agreement from their home Faculty that upon successful completion of the subjects at the host institution, full credit will be granted towards the degree at their home institution.

5. Participation in an exchange under this agreement carries no expectation of subsequent transfer to the regular degree programs of the host university.

6. Students from both institutions will be expected to assist with the promotion and recruitment of students to participate in the Exchange Program and to help students who have been selected for the Exchange Program to prepare for study there.

7. The other obligations of the exchange students as are listed in Appendix 3B.
VI. Host Institution’s Obligations

A. The host institution shall provide exchange students with an identifiable contact responsible for assisting students with enrollment and welfare issues.

B. The host institution shall send a pre-departure package, with a copy sent to the partner institution’s primary contact person, to each incoming exchange student, and provide an orientation program for the students upon their arrival.

C. The host institution will provide information to exchange students on local transportation from the airport to the campus.

D. The host institution shall establish and maintain records of exchange students as per standard University protocol. It is the responsibility of the exchange student to ensure he or she obtains a copy of his or her official academic transcripts from the host institution for coursework undertaken during the period of the exchange. At the completion of the exchange, and upon request of participating students, the host institution shall mail an official transcript to the responsible officer of the home institution.

E. Each institution shall assist its participants to obtain the appropriate visa for the period of the exchange. Notwithstanding this, each participant shall be responsible for obtaining his/her visa, passport and other necessary documents, and each participant will be responsible for paying for the same. The institutions shall not be liable for failure on the part of the participant to obtain the necessary documents.

F. The host institution shall provide internet access.

G. Both VU and SU, as host institutions, will provide guidance to incoming students regarding housing and, more generally, orientation to campus and surrounding areas. Exchange students will have access to the usual range of student services such as libraries, computer facilities and Internet access, recreational activities and services, campus life activities and programs. Accommodation does not extend to dependents and/or Spouses.

H. Consistent with the non-discrimination provisions of Section III (A) above, the host institution will have the right to undertake disciplinary proceedings, impose disciplinary sanctions or terminate the participation of any student in the Exchange Program and in any other program, service, or benefit at any time if the student’s academic work or behavior are deemed not suitable in the judgment of the host institution. In the event disciplinary proceedings are initiated, sanctions are imposed, or termination of student participation is required, the institution taking such action(s) will promptly notify the other institution in writing of the cause and nature of the proceedings, sanctions or termination.
I. Each host institution shall make available to Exchange Students the names, telephone numbers, and addresses of no fewer than two contact persons, at least one of which shall be available at all times for contact in the event of emergency assistance.

VII. Validity and Renewal of Agreement

A. This MOU consists of two copies, both in English. They will be signed by the appropriate university officials from the participating institutions. Each institution will retain one signed original for its records.

B. This Agreement will take effect immediately once signed and will remain in force for FIVE (5) years from the date of signing and be subject to revision or modification by mutual consent.

C. Both institutions leave open the possibility of further cooperation, through the setting up of custom-built programs, exchange of researchers and/or faculty, the terms of which will be mutually agreed upon and confirmed in writing at such time as is convenient for both parties.

D. This MOU does not affect the ability of either institution to enter into similar agreements and exchange programs with other universities.

E. This Agreement is automatically renewable on the same terms and conditions for another three years unless written notification is given by either party ninety days prior to the expiring date.

F. Notwithstanding paragraph C above, the termination of the MOU shall allow for any participating students who have commenced study at either institution on or before the date of the termination to complete their approved program of study.

G. This MOU will commence on the Effective Date set forth above and continue in effect through the duration of the Term, unless terminated by either institution as provided herein. Either institution may terminate this MOU for any reason by giving the other institution prior written notice of its intent to terminate by no later than February 1st of the preceding academic year. In the event of termination, students already selected for or enrolled in the Exchange Program will be authorized to complete their normal course of studies at the host institution.

H. This MOU constitutes the entire agreement between Vanderbilt and Stockholm University with respect to the subject matter hereof, and supersedes all prior or contemporaneous agreements. Either institution may request modification(s) to the terms of this MOU by providing the other institution with a written request by no later than February 1st of the preceding academic year, specifying the modification(s) sought. If agreed to, such modification(s) must be in writing and signed by an authorized representative of each institution.
I. Neither institution may use the name or any insignia or mark of the other institution, alone or as part of another name or mark, in advertising or promotional materials, except in connection with this program. Any other uses will be permitted only with prior written approval of the institution whose name, insignia or mark is sought to be used, in its sole discretion and in accordance with restrictions that it may impose.

J. The relationship between the institutions hereunder is that of independent contractors, and nothing contained herein will be construed as constituting an employment relationship, partnership, joint venture, agency or other fiduciary relationship between them. Neither will have authority to commit or bind the other or to act on behalf of the other or in its name.

K. This Agreement shall be governed by and construed in accordance with the laws of Sweden for actions initiated by Vanderbilt University in Sweden and according to the laws of the applicable United States jurisdiction for actions initiated by Stockholm University in the United States.

L. Each institution shall be financially and legally responsible for its negligent actions and omissions and shall indemnify, defend, and hold the other harmless from all loss, liability, claim or damage related thereto.

M. In the event notices, amendments, or other communications are conveyed pursuant to the provisions above, the parties shall address them as follows:

If to Vanderbilt University:
Gary W. Johnston
Director, Global Education Office
115 Student Life Center
Vanderbilt University
Nashville, Tennessee 37240
(615)343-3139
Facsimile: (615)343-5774
gary.w.johnston@vanderbilt.edu

If to Stockholm University:
Tom Morell
Senior International Liaison
Stockholm University
Research Liaison Office
Södra huset, Bldg. B, 2nd floor
SE 106 91 Stockholm
Sweden
+46 8 161184
tom.morell@adm.su.se
IN WITNESS WHEREOF, the parties have signed this MOU under seal as of the Effective Date set forth above, and each signatory warrants that he or she has the full authority to sign and enter into this MOU on behalf of the institution he or she purports to represent.

Executed for
The College of Arts and Science,
Vanderbilt University

Richard McCarty
Dean, College of Arts and Science
Vanderbilt University

Executed for
Stockholm University

Professor Kare Bremer
Vice-Chancellor,
Stockholm University

Date: Oct. 2nd 2007

Endorsed by
Nicholas S. Zeppos
Interim Chancellor,
Provost and Vice Chancellor for Academic Affairs,
Vanderbilt University

Date:
### APPENDIX 1A Structure of Academic Year

<table>
<thead>
<tr>
<th>SEMESTER/TERM</th>
<th>Vanderbilt University</th>
<th>Stockholm University</th>
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<tbody>
<tr>
<td>Semester 1:</td>
<td>August to December</td>
<td>late August to mid-January</td>
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<tr>
<td>Semester 2:</td>
<td>January to May</td>
<td>late January to mid-June</td>
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APPENDIX 2A Selection Criteria

The home university must ensure that the exchange student should:

a. be registered as a full-time undergraduate or postgraduate of the home university and preferably be an eligible nation (citizen or permanent resident) of the country;

b. have successfully completed at least:
   i. one semester of study at the home university upon application for the exchange program; &
   ii. two semesters of study upon admission to the host university;

c. be a student of good standing at the home university with a minimum ‘B’ average grade or ranking in the top one-third of the class; and a minimum ‘B’ grade in the current/intended discipline/major;

d. propose an appropriate program of study at the host university;

e. show the aptitude, motivation and maturity, to thrive in the environment at the host university; and

f. have sufficient funds for fees, personal and living expenses for the duration of the study abroad at the host university.
APPENDIX 2B Supporting Documents and other Prerequisites

The Exchange Program shall be open to undergraduate student of each institution who have completed at least one year of full-time undergraduate study. Additionally, the exchange student must score at least 100 on the Internet Based TOEFL (250 computer test) or 6.5 on the IELTS; TOEFL or IELTS scores must be included with application materials by the deadline designated herein (Section I. A.).

a. Vanderbilt students applying for admission as an exchange student must submit to Stockholm University:
   i. Application form;
   ii. Documentary proof of nationality;
   iii. Transcript of academic record; and
   iv. Documentary proof they are nominated for the exchange by Vanderbilt.

There are no prerequisites for Vanderbilt students applying to Stockholm University.

b. Stockholm University students applying for admission as an exchange student must submit to Vanderbilt:
   i. Application form;
   ii. Documentary proof of nationality;
   iii. Transcript of academic record; and
   iv. Documentary proof they are nominated for the exchange by Stockholm University

There are no prerequisites for Stockholm University students applying to Vanderbilt.
APPENDIX 3A Financial Responsibility of Exchange Students

a. tuition, academic and obligatory fees at their home university. Correspondingly, these fees will be waived at the host university;
b. medical/health insurance;
c. obligatory expenditure required in the country of the host university;
d. journey to and from the country of the host university;
e. personal and living expenses, including accommodation and food; and
f. any debts/costs of damages incurred for the duration of their study abroad.
APPENDIX 3B Other Obligations of Exchange Students

a. applying for accommodation at the host university;
b. their travel arrangements;
c. satisfying the immigration requirements for their journey to and from the country of the host university;
d. registering with the diplomatic mission of the home country upon arrival in the country of the host university;
e. providing the appropriate authority at the home university with the postal and other addresses, upon registration at the host university; and
f. registering with the home university for the next semester, upon completion of the duration of study at the host university.