

**ACADEMIC EXCHANGE AGREEMENT
BETWEEN
XXXX (Name in English), [Country]
AND
NANZAN UNIVERSITY, JAPAN**

The purpose of this Agreement is to allow for the exchange of undergraduate and graduate students between XXXX (Name in English), [City, State (if any), Country] (hereafter referred to as “XXX”) and Nanzan University, Nagoya, Japan (hereafter referred to as “NU”), that will result in providing for new cultural and intellectual explorations and a broadening of academic, professional, and cultural perspectives of the students of both institutions.

1. Definition

In this Agreement, unless the content otherwise specifies, Home Institution shall mean the institution at which a student is originally enrolled and intends to graduate and Host Institution shall mean the institution at which a student is temporarily enrolled as a visiting Exchange Student. Exchange Students shall mean NU students at XXX or XXX students at NU.

2. Selection of Exchange Students

Exchange candidates will be selected on the basis of academic excellence and other criteria imposed by the Home Institution’s selection committee and will be recommended to the Host Institution. They must meet the admission requirements of the program which they plan to pursue at the Host Institution. The Host Institution retains the right to approve or reject any recommendation based on whether the candidate’s qualifications meet admission requirements at the Host Institution.

3. Number of Exchange Students

Each institution will accept one (1) full-year Exchange Student each year. Both institutions will review the program annually to ensure a balance in the number of exchanged students. Should an imbalance in the exchange occur, both institutions will endeavor to make adjustments in the following year. Standard lengths of stay for Exchange Students will be one semester or a full academic year. Two one-semester students will be counted as the equivalent of one full-year student. An extension of stay for an Exchange Student at the Host Institution must be officially approved by the Home Institution as well as the Host Institution.

4. Placement in the Host Institution

With a minimum TOEFL iBT score of (the required score) or IELTS overall score of (the required score), NU students may take undergraduate or graduate courses at XXX. XXX students will be placed in the Center for Japanese Studies at NU. Exchange Students will be given full-time registration status at the Host Institution and accorded all rights and privileges commensurate with this status.

5. Tuition and Other Fees

Exchange Students will not be charged tuition, application and admission fees at the

Host Institution. All other expenses shall be the responsibility of the Exchange Student.

6. Transcripts of Academic Records

The Host Institution will provide the Home Institution with the official transcript of the academic record of each Exchange Student upon completion of studies. Transcripts will be mailed within one month after the end of the program. The granting of credits for studies undertaken at the Host Institution will be at the discretion of the Home Institution in accordance with its own policies and regulations.

7. Host Institution's Obligations

The Host Institution will provide all Exchange Students with access to library, research, and other facilities, normally available to its own students. The Host Institution will assist the students in locating suitable accommodation.

8. Exchange Students' Obligations

Exchange Students are required to observe the rules and regulations set forth by the Host Institution as well as the immigration regulations and laws of the host country governing the resident status they possess.

The Host Institution shall have the right to return an Exchange Student to the Home Institution if he/she violates the Host Institution's policies and rules. However, this right will not be exercised without prior consultation with the appropriate official of the Home Institution.

9. Health and Accident Insurance

All Exchange Students must be enrolled in a health insurance program applicable in the host country and take out additional medical evacuation and repatriation of remains coverage. **NU students must enroll in (Name of the insurance if applicable) at XXX. XXX students at NU are required to enroll in designated health, accident and personal liability insurances including the Japanese National Health Insurance (JNHI). Both NU students and XXX students must cover the cost of the insurance.**

10. Liaison Office

(Person in charge) at XXX and the Deputy Director in charge of international exchange programs of the Center for International Affairs at NU will be responsible for coordinating the exchange. **(Name of the office) at XXX** and Office of the Center for International Affairs at NU will handle the details of implementation.

11. Revision and/or Termination

This Agreement shall become effective upon signing by both institutions and may be terminated at any time by mutual consent. Termination of this Agreement should be made in writing, giving one year's notice to allow for appropriate closure of the exchange administration. Any proposals to change the terms of this Agreement must be negotiated and officially approved by both institutions by written notice before

going into effect.

Upon termination of this Agreement, Exchange Students already participating and those who will be participating in the program to resolve a remaining imbalance pursuant to the Agreement shall be permitted to complete their programs at the Host Institution and the applicable terms of this Agreement shall continue to govern their participation.

Both institutions agree to provide all normal services as outlined in this Agreement for the Exchange Students through the end of the exchange program. Any existing imbalance at the time of termination will be resolved as rapidly as possible in the following way:

- The institution having sent the larger number of students shall cease to send students.
- The institution having sent the lesser number of students shall increase the number of students it sends by a number which will fully resolve the imbalance.

In the event that student demand is not likely to be sufficient to resolve an existing imbalance, any possible and practicable means, as agreed upon by both institutions, may be used to rectify the imbalance.

XXXX (Name in English) and Nanzan University have executed this Agreement as of the day both institutions have signed this document.

XXXX (Name in English)

NANZAN UNIVERSITY

XXXX
President

Dr. Robert Kisala, S.V.D.
President

Date

Date