

PROTOCOL ON STUDENT EXCHANGE

between

**SAINT-PETERSBURG STATE UNIVERSITY
(RUSSIAN FEDERATION)**

and

**UNIVERSITY OF ERFURT
(GERMANY)**

Federal State Budgetary Educational Institution of Higher Professional Education «Saint-Petersburg State University» (hereinafter referred to as “Saint-Petersburg University”), duly represented by Deputy Rector for International Affairs Alexander Gogolevsky, acting on the basis of proxy dated 26.01.2015 № 28-21-64, on the one part,

and

the University of Erfurt, duly represented by its Vice President of International Affairs, Prof. Dr. Heike Grimm, on the other part,

hereinafter collectively referred to as Parties,

according to and basing on the Agreement on Cooperation between the Saint-Petersburg State University and the University of Erfurt signed on 01.06.2006 agree to continue their academic cooperation and have prepared to that effect the following Protocol on Student Exchange.

§ 1

1.1. The Parties will conduct exchange of undergraduate and graduate students for non-degree studies in accordance with the rules and regulations set in this Protocol.

§ 2

The Parties agree to set following terms and conditions for student exchange:

2.1. The total number of exchange students from each Party shall not exceed 2 (*two*) undergraduate or graduate students for one term or 1 (*one*) for one academic year. In the exceptional cases the exchange period can be prolonged for more than it is stipulated in this Protocol. Both institutions will review the exchange program on a regular basis for any imbalances in the number of students exchanged and will adjust the numbers as necessary to maintain a well-balanced program. The balance of an exchange will be determined by totaling the number of student semesters exchanged.

2.2. The home university will be responsible for the initial selection of exchange students; however, the host university reserves the right to deny admission to any candidate not meeting its general admission criteria.

2.3. Exchange students will be exempted from paying tuition fees to the host university, but shall pay tuition fees at the home university, if applicable. Exchange students have to pay all other compulsory fees as according to the rules and regulations of the host university. Exchange students shall be informed about all compulsory fees in advance.

2.4. Students participating in the exchange under the terms of this Protocol shall be provided:

- 2.4.1. at Erfurt University:
 - A scholarship covering living costs;

- Free of charge accommodation.

2.4.2. at Saint-Petersburg State University:

- Coverage of living costs in the amount equal to national scholarship for native students;
- Free of charge accommodation at the dormitories of Saint-Petersburg State University.

2.5. All visa related expenses, medical insurance expenses, travel expenses and any additional expenses connected to the participation in the exchange shall be covered by the exchange student, or by the home university, or by a third party where available.

2.6. All the exchange students should have a medical insurance valid on the territory of the host country during the whole exchange period.

2.7. Students who participate in the exchange program will be awarded grades and credits in accordance with the academic policies and regulations of the host university. All the exchange students receive a transcript of records at the end of the exchange period. If the transcript cannot be given directly to the student in accordance with the host university rules, it shall be put into the home university's disposal not later than one month after the termination of the exchange period.

2.8. Exchange students shall follow the rules of the host university and the law of the host country. Any infringement of the given rules and laws can be subject to pre-term dismissal from the host university.

2.9. All the exchange students will be enrolled on an equivalent base and given the same privileges as the national students.

2.10 The Parties will assist exchange students in all practical and academic matters, especially concerning obtaining visa, accommodation, and academic integration.

§ 3

3.1. The Parties can, by mutual consent, introduce changes and additions to this Protocol in order to improve the effectiveness of cooperation.

3.2. This Protocol on student exchange will come into effect from the date of signing and will remain in force for five years.

3.3. Should any dispute, disagreement or claim arise between the Parties in concern of this Protocol, the Parties shall try to settle them by negotiations.

This Protocol is prepared in two original copies in English; one for each Party.

For Federal State Budgetary Educational Institution
of Higher Professional Education «Saint-
Petersburg State University»

Deputy Rector for International Affairs

Prof. Alexander Gogolevsky

Date:

For the University of Erfurt

Vice President of International Affairs

Prof. Dr. Heike Grimm

Date: Feb 01, 2016

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