



東京大学
THE UNIVERSITY OF TOKYO



MEMORANDUM ON STUDENT EXCHANGE

between

SAINT-PETERSBURG STATE UNIVERSITY, RUSSIAN FEDERATION

and the

**SCHOOL OF SCIENCE
THE UNIVERSITY OF TOKYO, JAPAN**

Federal State Budgetary Educational Institution of Higher Education «Saint-Petersburg State University» (hereinafter referred to as “Saint-Petersburg University/SPbU”), duly represented by its Vice-Rector for International Affairs Sergey Andryushin, acting on the basis of proxy dated 26.12.2018 № 28-21-503, on the one part,

and

School of Science, the University of Tokyo, duly represented by its Dean of Graduate School of Science Hiroyuki Takeda, acting on the bases of the University of Tokyo Charter, on the other part, hereinafter collectively referred to as Parties, agreed to continue their academic cooperation and have prepared to that effect the following Memorandum on Student Exchange (hereinafter referred to as the “Memorandum”).

§ 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 Memorandum.

§ 2

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

2.1. The total number of exchange students per one academic year from each Party shall not exceed 8 (*eight*) undergraduate or graduate students for a study period of one semester or 4 (*four*) for a study period of one academic year. This period may, upon the agreement of the Parties, be extended for a period of one year maximum. The Parties strive to distribute the candidates for exchanges evenly throughout the academic year and keep the balance of number of exchange students from each university annually.

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. All the expenses related to participation in the exchange in accordance with the this Memorandum, including 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 if available, according to local regulations.

2.5. The host university assists the exchange student in arranging accommodation (at the University of Tokyo – in locating housing on or near campus, at SPbU – at the dormitories of SPbU).

2.6. All the exchange students shall have medical insurance valid on the territory of the host country during the whole exchange period. Students are responsible to obtain adequate medical/health insurance coverage (including emergency medical evacuation, live insurance, accidental death and dismemberment insurance) to the satisfaction of the host university.

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. The host university shall issue an academic transcript of records to the home university upon request.

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. Before any dismissal decision is finalized, the host university shall notify the home institution and both parties shall hold discussions on alternative mutually-agreeable resolution.

2.9. All the exchange students will be enrolled on an equivalent base and given the same academic privileges as the other students in the host university. Exchange students are not subject to the same scholarship payments that are available for host university students.

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

2.11. The Partner universities agree to provide appropriate assistance, which assumes no financial obligations of corresponding institution, in repaying accommodation debt in case such arises during mobility period of student at the host university.

§ 3

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

3.2. Each Party shall not use names and logos of the other Party without its prior written consent, if not related directly to the performance of obligations under the present Memorandum, except as provided by law.

3.3. This Memorandum will come into effect from the date of signing and will remain in force for 5 (five) years, but may be renewed by mutual written consent, unless either party terminates it by giving the other six months prior written notice. In the event of termination, any exchanges already underway shall be allowed to be completed.

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

3.5. At the University of Tokyo, the management of the exchange will be the responsibility of the International Liaison Office, School of Science, and at Saint-Petersburg University it will be the responsibility of the International Academic Cooperation Department.

Contact Persons at Graduate School of Science, the University of Tokyo:

Agreement	Outgoing Students from Tokyo	Incoming Students to Tokyo
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Contact Persons at Saint-Petersburg University:

Agreement	Outgoing Students from St. Petersburg	Incoming Students to St. Petersburg
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This Memorandum is prepared in two original copies in English; one copy for each Party.

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

Anna Porodina

Acting Vice-Rector for International Affairs

Date: 30.01.2019



For Graduate School of Science,
the University of Tokyo

Hiroyuki Takeda

Hiroyuki Takeda

Dean, Graduate School of Science

Date: 20.02.2019