



JYVÄSKYLÄN YLIOPISTO
UNIVERSITY OF JYVÄSKYLÄ

Student and Staff Exchange Agreement

between

Universidad Austral de Chile

and

University of Jyväskylä, Finland

Universidad Austral de Chile (hereafter UACH), and the University of Jyväskylä (hereafter JyU), Finland, enter into the following terms of agreement for the purpose of promoting academic and scientific cooperation and carrying out student and staff exchange between the two institutions. This agreement has been concluded in the framework of a Memorandum of Understanding, signed by and between the said universities on 15 / 11, 2012.

1. Scope of Cooperation

Subject to mutual consent, the areas of cooperation will include any programme offered at either university that is felt desirable and feasible on either side and which both sides feel will contribute to the development of the cooperative relationship between the two universities.

2. Staff Exchange

2.1

In cases agreed upon members of the educational and/or administrative staff will be invited to the host institution to carry through a concrete academic programme or administrative task. The duration of the exchanges may vary from one week to eight weeks. In each case, the incoming staff member must submit a brief curriculum vitae, as well as a written research/teaching proposal to the liaison officer of the receiving institution preferably two months prior to the proposed visit. The hosting institution will review the proposals and will designate a department or unit to work with the visiting staff member. The receiving institution will provide work space, access to library and other facilities. The receiving institution has the right to reject any visit proposal, which



determines does not meet the requirements or goals of its academic programmes and other activities or the timing of which is not convenient.

2.2

The home university will maintain its staff member on full salary during the period of the exchange. The costs of accommodation are to be discussed and agreed upon in writing on a case by case basis before the commencement of the respective exchange.

2.3

Travelling expenses from home institution to the host institution and back will be covered by the institution sending out its member or members.

3. Student Exchange

3.1

The universities agree to accept from the other university up to three (3) undergraduate, graduate or doctoral students for one or two terms yearly. The volume of student exchange may be changed by mutual consent of the two parties. In addition to regular semester-long exchanges, students may apply annually to participate in international summer or winter schools as exchange students. Two (2) exchange students completing courses in summer or winter schools will correspond to one semester-long exchange for the purpose of counting exchange balance. The liaison officers of the two institutions will review the programme annually to determine any imbalance in the number of exchange students, and adjust the numbers the following year, if necessary, to maintain a reasonable balance in the exchange.

3.2

The home institution will nominate the candidates for the exchange. It is recommended that undergraduate exchange students will have completed at least two years of study at the home institution prior to participating in the exchange. Exchange candidates must make a formal application for admission to the host institution, providing application documents required by the host institution. All nominations will be made bearing in mind the normal requirements of the receiving institutions, which will decide on the acceptability of the students nominated. At JyU, the requirements include a good command of English. At UACH, the requirements include a good command of Spanish, unless the main focus of the exchange period is studying Spanish as a foreign language.

3.3

The period of enrolment for the exchange students at JyU will, as a rule, be during the September to December and January to May terms, and at UACH during the March to July (1st) and August to December (2nd) terms.

3.4.



The host institution reserves the right to make final judgements on the admission of exchange students. Nominated exchange students shall have all the same rights and responsibilities at the host institution that the institution establishes for its own fulltime students. Exchange students will be permitted to choose courses at the host institution which correspond in terms of their type and level to courses which they are required to take in their home university, and which will thus be eligible for transfer. If possible, the exchange period can also include participation in a research project at the host faculty/department or internship.

3.5.

At the host institution, the exchange students will have all fees waived which relate to registration and instruction. At JyU the compulsory student union membership fee, which entitles students to use the services of Finnish Student Health Service, will be paid by the hosting university. At UACH the compulsory registration fee, whose amount is stipulated annually and informed previous to the application, will also be paid by the hosting university.

3.6.

Both universities shall assist the incoming exchange students in finding accommodation. The exchange students must have sufficient funds to cover any expenses not covered by the home or host institution. Exchange students will be responsible for

- transportation to and from the host institution
- medical insurance
- accommodation and meals
- textbooks and personal expenses
- all debts incurred during the exchange period

3.7.

Upon completion of the exchange period the exchange students are expected to return to the home institution. Any extension of the stay must be approved in writing by the designated official of each department in question upon recommendation of the liaison officers.

3.8.

Both institutions will provide each other with a transcript of courses for each student who has participated in the exchange.

4. Liaison Officers

Each institution shall designate liaison officer/liason officers for this agreement. The liaison officers will be responsible for coordinating the specific aspects of the cooperation, as well as for advising and assisting students, in cooperation with the international office of the host institution. The designated liaison officers for this agreement are:



for UACH:
Student Exchanges Coordinator
Head of the International Office

for JyU:
Student Exchanges Coordinator
Head of International Office
(for staff exchange)

Notification of any change in liaison officers may be made in writing. Amendment of the agreement is not necessary in this case.

5. Duration of the Agreement

This Agreement will come into effect with the appropriate signatures of each institution. It will remain in force for a period of five (5) years with the understanding that it may be terminated by the appropriate authorities of either party giving six months written notice to the other party. The Agreement is renewable and it may be amended by mutual written consent of the two parties. Four copies have been made of this Agreement, two in English and two in Spanish. In case of any discrepancy between the language versions, the English version shall prevail.

6. Legal status

Rector of the University of Jyväskylä, Prof. Matti Manninen, acting as a legal representative of the University, as elected by the University Board in its meeting 11/2011, held on Wednesday 14 December 2011.

Rector of the Universidad Austral de Chile, Dr. Victor Cubillos Godoy, acting as legal representative of the Institution as recorded in the Minutes of the Special Meeting of the Higher University Council of 18 June 2010, recorded publicly in Valdivia on July 2, 2010, by the Notary Carmen Podlech Michaud, code N ° 2696-2010.

Signing the Student and Staff Exchange Agreement for Universidad Austral de Chile

Title of the authorised
representative:

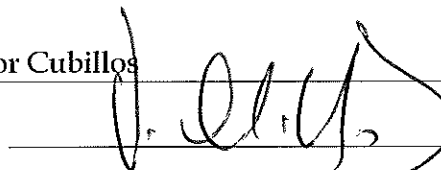
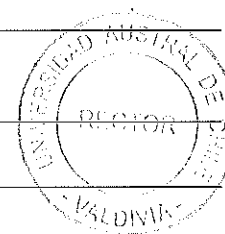
Rector

Name of the authorised
representative:

Prof. Victor Cubillos

Date: 10/03/2012

Signature:

Signing the Student and Staff Exchange Agreement for the University of Jyväskylä



Title of the authorised representative:

Rector

Name of the authorised representative:

Prof. Matti Manninen

Date: 15.11.2019

Signature:

Matti Manninen

