

MEMORANDUM OF AGREEMENT

BETWEEN

Azerbaijan Technological University

AND

HOCHSCHULE TRIER

Hochschule für Technik, Wirtschaft und Gestaltung
University of Applied Sciences

In the interests of expanding opportunities and furthering international understanding,

Azerbaijan Technological University

and the

Hochschule Trier

Hochschule für Technik, Wirtschaft und Gestaltung
University of Applied Sciences

agree to facilitate the educational exchange of faculty and students. They also agree to promote collaborative research between faculty members and other activities that may improve the relationship between the two institutions.

A. Faculty Exchanges shall be developed on an individual basis and the specific terms of each exchange shall be negotiated by the institutions.

B. Student Exchanges shall adhere to the following provisions:

1. Duration of Exchanges

Students (undergraduate or graduate) will normally spend one or two semesters at the host institution, with equal numbers of students participating over time.

2. Number of Students to be Exchanged

The number of qualified students to be exchanged will be determined by mutual agreement between the two institutions.

3. Student Program Fees/Benefits at Host Institution

Each student nominated for the exchange will not be required to pay any tuition fee to the host institution. Each student will be responsible for paying travel, student service fees, housing expenses, meal costs, and miscellaneous fees, such as special course fees, key deposits, books, student contributions, etc. The host institution will assist students in advance and upon request to make arrangements for accommodation. The host institution shall provide a general orientation for incoming students.

4. Insurance

Each student will provide his or her own health and accident insurance. Proof of adequate insurance coverage must be provided to the international office / admission office at the host institution.

5. Student Eligibility

It is understood that both universities will strive to designate only well-qualified individuals for participation in the program and that academic backgrounds will be provided to the host institution. As appropriate, students must meet foreign language proficiency requirements. Each home institution is responsible for recruitment, selection, and pre-program orientation of participants.

6. Status

Students enrolled in the host institution will be subject to the same rules and regulations as local students. The host institution will provide the home institution with a final transcript describing the student's academic performance. Students may choose to earn degrees at both institutions. In that case, both institutions will carefully evaluate credits earned at the other institution for application to the degree it offers. Graduation requirements in place at each institution must be fulfilled in order to earn a degree from the host institution.

7. Exchange Coordinator

Each party to the agreement will appoint an officer or officers who will be responsible for the coordination and administration of all aspects of the exchange including the counseling of the exchange participants.

8. Effective Date and Termination of Agreement

This agreement shall be in effect until its termination as described below. Each year, both institutions will exchange brief reports indicating arrangement of student numbers to be exchanged and/or other issues or problems.

Either party may terminate this agreement by serving written notice to the other party. Such termination will take effect six months from the date of that written notice and should not prevent any students or staff members from participation which have been already nominated for an exchange.