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서울교육대학교
Seoul National University of Education

香港教育大學
The Education University of Hong Kong

# Agreement on Student Exchange

## between

## SEOUL NATIONAL UNIVERSITY OF EDUCATION, REPUBLIC OF KOREA

## and

## THE EDUCATION UNIVERSITY OF HONG KONG, HKSAR, CHINA

In accordance with the Agreement between Seoul National University of Education (SNUE) and The Education University of Hong Kong (EdUHK), both institutions participate in the following agreement for the development of student exchange:

### 1 Objectives

1.1 The purpose of the Agreement is to establish the terms and conditions under which the exchange of students between SNUE and EdUHK shall take place.

1.2 The university accepting students will be referred to as the host institution. The university providing the exchange students will be referred to as the home institution.

### 2 Period of the Agreement

2.1 The Agreement will be effective from the date of signature, and will remain in force for three years.

2.2 Any amendment of and/or modification to the Agreement will require written approval from the heads of both institutions.

2.3 Either institution reserves the right to terminate this Agreement upon six months' notice to the other.

2.4 In the event of termination, both institutions undertake to ensure that all students accepted for, or already undertaking, an exchange will be able to complete that exchange.

### 3 Period of Exchange

3.1 An exchange student's reception period under the terms of this Agreement shall be for one semester or an academic year.



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## 4 Number of Students

4.1 Each year up to two (2) students will be entitled to study for an academic year or alternatively four (4) students will be entitled to study for one semester per year at the host institution on a non-degree basis. The number of exchange students stated herein is indicative only and subject to mutual agreement between the institutions, thereby allowing flexibility based on available capacity and student interest.

4.2 Where possible each exchange will be made on a one-to-one equal exchange basis. However, if the number of students exchanged between the institutions is not in balance each semester, an approximate balance should be achieved over the three-year period of the Agreement.

4.3 It is hereby agreed that for the purpose of determining the balance of students exchanged, two students participating for one academic semester shall be counted as equivalent to one student participating for one academic year.

## 5 Fees and Accommodation

5.1 Both institutions agree to waive tuition charges for their incoming exchange students on a reciprocal basis.

5.2 All students shall pay regular tuition at their home institutions.

5.3 All students shall pay in full for transportation, accommodation, and on-site expenses at the host institution as well as supplemental academic expenses.

5.4 The institutions will not assume any financial responsibility for the exchange students. Personal expenses (for example food, accommodation, medical, and any other personal expenditures) are the responsibility of the student.

5.5 The host institution will provide appropriate assistance to exchange students in finding adequate housing. At EdUHK, exchange students will be housed in the institution's on-campus accommodation (double or triple occupancy). At SNUE, exchange students will be housed in the institution's on-campus accommodation (double occupancy). Any students pursuing alternative housing arrangements on their own (guest houses, family/home stays, or apartments) shall do so at their own risk and expenses, and shall not be entitled to a refund of any housing cost from the home or host institution.

## 6 Selection, Enrollment & Accreditation

6.1 Each institution will be responsible for selecting its own students for the exchange programme.



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6.2 Students from each institution are expected to meet all admission requirements of the host institution. Students whose native language is not the language of instruction and assessment of the host institution must demonstrate that they are able to perform successfully in university-level coursework conducted and assessed in that language.

6.3 Exchange students are required to carry adequate insurance, including but not limited to, travel, medical, personal health, hospitalization, and property loss insurance, and to provide proof to the host institution, prior to arrival, that their insurance will cover them during the period of exchange. At EdUHK, all exchange students have to present their proof of insurance prior to their registration.

6.4 The host institution will endeavour to ensure that students are admitted to courses regarded as essential. However, admission to a specific department or course is subject to the student being satisfactorily qualified in the chosen area of study and the availability of resources in the period for which admission is sought.

6.5 Exchange students will be subject to the academic requirements and rules of conduct of the host institution. The home institution will advise their students of the academic and cultural expectations of the host institution.

6.6 Violation of host country law by the participant may subject the participant to withdrawal of immigration and academic sponsorship and expulsion from the host country. Participants will be subject to the laws of the host country.

6.7 Accreditation for the work carried out by a student during the period of the exchange will be at the discretion of the student's home institution.

6.8 The host institution will provide the home institution with a final transcript describing the student's academic performance.

## 7 Personal Data Privacy

7.1 Each institution agrees to comply with the requirements under data protection legislation and regulations in the country in which the institution is based and with both institutions' data protection policies. Each institution needs to ensure that the personal data transferred are used solely for the purposes of student exchange and should uphold the confidentiality of the data concerned. Personal data should be purged when the business processes are completed. If there is incident of compromise, each institution should alert the counterpart in a timely manner.

7.2 Each institution will share with the other a copy of its data protection policies and guidelines for reference. The policies of EdUHK and SNUE can be found at the following links: https://www.eduhk.hk/en/privacy-policy and https://snue.ac.kr/pricacy-policy respectively. In case of conflicts in handling personal data, both institutions will work in good faith to arrive at mutually acceptable solutions.



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Seoul National University of Education

香港教育大學
The Education University of Hong Kong

Signed on behalf of

Seoul National University of Education:

Shinho Jang
(Signature)

Professor Shin-ho Jang
President

11 November 2020
Date

The Education University of Hong Kong:

(Signature)

Professor John Lee Chi-Kin
President

11 November 2020
Date