

EXCHANGE AGREEMENT BETWEEN

**IVANE JAVAKHISHVILI TBILISI STATE UNIVERSITY
TBILISI, GEORGIA**

AND

**UNIVERSITY OF A CORUÑA (UDC)
A CORUÑA, SPAIN**

In recognition of the mutual benefits derived from scholarly interaction, the Ivane Javakhishvili Tbilisi State University represented by its Rector Professor Vladimer Papava and the University of A Coruña, represented by its Rector Xosé Luis Armesto Barbeito, agree to establish this exchange agreement.

1. Definitions

- (1) For the purpose of this agreement "home" institution shall mean the institution at which the student intends to graduate, and "host" institution shall mean the institution which has agreed to accept the student from the home institution.
- (2) Semester or academic year shall normally refer to the period relevant to the host institution.

2. Purpose of the Agreement

- (1) The general purpose of this agreement is to establish specific educational relations and cooperation between the two participating institutions in order to promote academic linkages and to enrich the understanding of the culture of the two countries concerned.
- (2) The purpose of student exchanges is to enable students to enrol in subjects at the host institution for credits which will be applied towards their degree at their home institution.
- (3) The purpose of exchanges between faculty and staff members is to promote collaborative research, other educational developments and to further mutual understanding.

3. Student Exchanges

(1) Number of Students and Parity

The number of students that each contracting university may exchange is to be specified on the basis of mutual agreement. In principle, each institution may send up to 6 students for a full year (it is considered that one student for one academic year equals two student semesters/terms). However, this number may be increased by mutual written consent.

While parity in the number of exchanges is the goal, the institutions recognize that it may not be possible in any given semester of the exchange. Every effort will be made to achieve parity in the long term.

(2) Study fields

The student exchange ruled by this agreement is open to graduate study levels: master and Ph.D. students in the fields of Law, Exact and Natural Sciences, Social and Political Sciences are eligible to apply. Students shall be selected by the home institution according to its internal procedures.

(3) Duration of Exchanges

The period of exchange shall not exceed one academic year in principle. The approval of both institutions is necessary for any form of extension to the exchange.

(4) Selection and Enrolment of Students

- a) Each institution will send the other completed applications for their students before the official deadline. The host institution reserves the right of final approval on the admission of a student.
- b) Undergraduate students are eligible to participate if they:
 - have completed at least one year of study at their home institution;
 - are enrolled at their home and host institution for the full period of the exchange;
 - have obtained agreement from their home faculty that, upon successful completion of the subjects at the host institution, full credit may be granted towards the degree by their home institution.
 - have satisfied minimum requirements suggested by host institution.

(5) General Provisions

- a) Exchanges will conform to the requirements of the home institution. Exchange students will be subject to the rules and procedures of the host Institution as well.
- b) Exchange students will participate in the regular academic courses offered by the host institution.
- c) In selecting courses, students may choose from the range of courses offered at each institution. The responsible officers will inform each other about any courses which may have limited enrolment.
- d) Exchange students will be provided with the same academic resources and supporting services as are normally provided to others at the host institution of the same academic level.
- e) Exchange students shall take out appropriate health and non-life insurance.
- f) Both institutions undertake to award official transcripts of academic records to the students.

(6) Financial Responsibilities

- a) Students will pay their regular tuition and fees to the home institution. No further tuition costs will be charged by the host institution.
- b) Exchange students will be responsible for the payment of housing-related costs, transportation, food, medical insurance, medical treatment and all other personal expenses.

(7) Accommodation

The Host Institution will help in the search of accommodation by providing all the necessary information to the exchange student.

4. Faculty and Staff Exchanges

The two institutions agree in principle to the possibility of exchanges by general staff (administrative and technical) and faculty members. The details of such arrangements will be negotiated at the appropriate time and will be governed by the institutional staffing rules and relevant approval processes.

5. Period of the Agreement

This agreement is valid for a period of five (5) years from the date of the final signature.

6. Contact data for notices regarding this agreement:

Ivane Javakhishvili Tbilisi State University:

Mrs. Tea Gergedava, Head of the Department of Foreign Relations
1, Ilia Tchavtchavadze avenue, room 121, 0179 Tbilisi, Georgia
Phone: 995.32.2221103
Email: tea.gergedava@tsu.ge

University of A Coruña:

Mr. Fernando Peña López. Head of International Relations Office
Oficina de Relacións Internacionais. Casa do Lagar. Campus de Elviña 15071. A Coruña, Spain
Phone: +349811670
E-mail: erasmus@udc.es

In witness whereof, this agreement is signed in duplicate by the official representatives of both institutions.

Professor Vladimer Papava

Rector

Ivane Javakhishvili Tbilisi State University

Xosé Luis Armesto Barbeito

Rector

University of A Coruña



Date: 14/11/2013