Universität Rostock Traditio et Innovatio

MEMORANDUM OF UNDERSTANDING

between

University of XY

(Address)

and

University of Rostock

Universitätsplatz 1, 18055 Rostock, Germany

In order to further the effective and mutually beneficial cooperation and develop academic and cultural exchange in education and research the University of XY and the University of Rostock hereby agree to cooperate toward the internationalization of higher education.

Article 1: Purpose of the Agreement

The purpose of this agreement is to establish cooperative relations between the University XY and the University of Rostock in the areas discussed below.

Article 2: General Interests

The two universities have found it mutually beneficial to initiate cooperative activities for the following purposes:

- Exchange of faculty members, students and PhD candidates for lectures, studies and research
- Waiving all tuition fees for students/graduates from partner institution
- Granting assistance in obtaining scholarships and offering orientation and care-taking programs
- Agreeing on both sides in advance to recognize and award credit for student achievements at the partner institution
- Cooperation on scientific and technological research and education and organization of joint conferences, workshops, symposia, summer courses, etc.
- Exchange of scientific, scholarly, teaching publications and information
- Establish joint and integrated programmes for students and PhD candidates

Article 3: Financial and Administrational Arrangements

3.1 In order to implement the goals of this agreement the co-working universities will make use of own financial sources if they have them at their disposal. They carry out the activities defined in Article 5 dependent on the availability of financial sources.

3.2 Neither the University of XY nor the University of Rostock enters into any financial obligation as a result of this agreement. The partner institutions assume here no liability. The institutions will make efforts to obtain financial aid from national and international institutions.

3.3 The terms and necessary budget for each program and activities that are implemented under the terms of this agreement shall be mutually discussed and agreed upon in writing by both parties prior to the initiation of the particular program or activity.

3.4 Visiting scholars are individually responsible (organization and costs) for their living expenses, transportation, passports, visa, room, books, health insurance and other personal expenses.(cf. Information sheet about financial support by the International Office)

Article 4: Insurances

4.1 Visiting scholars are also responsible for obtaining sufficient health insurance (relevant to the host country) including medical evacuation and repatriation.

4.2 Furthermore the visiting scholar should take out a personal accident and liability insurance. It is highly recommended to choose an insurance company with affiliates in Germany for optimal service.

4.3 In case taking out insurance for Germany in the home country is not possible, the International Office of Rostock will assist the in-coming partner in receiving an insurance policy upon arrival in Germany.

Article 5: Conditions of the Academic Exchange

5.1 Each university will provide appropriate counselling and other assistance to the exchange staff and students.

5.2 Both sides support the sharing of the publications, teaching materials, and/or research reports.

5.3 They inform one another about scientific events and secure facilitation within the bounds of possibility in case of participation interest of the partner.

5.4 If the cooperation results in filing a patent, a separate negotiation and contract between the co-working partners will be necessary.

5.5 The research co-operation will encompass the following topics:
- …
- …
- …

Article 6: Student Exchange

6.1 Both universities agree to exchange graduate or upper level undergraduate students on a continuing basis.

6.2 All visiting students must be enrolled at their home institution and have to pay their regular tuition fees. Any tuition fee at the host institution will be waived.

6.3 Any other occurring fees, such as registration fees, have to be paid by the exchange students.

6.3 Detailed exchange condition cf. Appendix "Student Exchange"

Article 7: Validity of the Agreement

This agreement shall be effective from the date of signature for an initial period of XXX *[no longer than 5 years]* unless either party provides written notice to terminate the agreement a minimum of six months prior to the expiration date. Thereafter the Memorandum of Understanding could be re-evaluated and renewed by both parties' approval and will be considered for an additional five-year period of cooperation.

IN WITNESS WHEREOF, the parties hereto have offered their signature:

N.N.
Dean/President of the University of XY
Place, (Date)

Prof. Dr. **Elizabeth Prommer**
Rector of the University of Rostock
Rostock, (Date)