Bilateral Cooperation Agreement

between

Ural Federal University, Graduate School of Economics and Management
and
LUISS Libera Università Internazionale degli Studi Sociali Guido Carli, Business School

I. Purpose

The purpose of this Agreement between Ural Federal University, Graduate School of Economics and Management (hereinafter GSEM, UrFU) and LUISS Libera Università degli Studi Sociali Guido Carli, Business School (hereinafter “LUISS BS”) is to enhance each institution’s teaching, learning, and internationalization objectives. This Agreement will implement an exchange program between LUISS BS graduate students and GSEM, UrFU graduate students. In the long term, both partners aspire to cooperate on common research as well as exchange information and experiences related to teaching and research in fields of mutual interest.

II. Definitions

In this Agreement, “exchange program” is intended as a period of mobility for study during which, on a non-tuition-fee basis, students will attend courses and take exams at the partner University, to be recognized by the home university; “exchange students” shall refer to students designated as participating in the exchange; “home Institution” shall refer to the university from which the student intends to graduate; and “host institution” shall refer to the university receiving exchange students; “period of mobility” shall refer to the duration of mobility and is defined below.

III. Number of students

Each year during the term of this Agreement, LUISS BS students and GSEM, UrFU students may attend the partner university on a non-tuition fee, non-degree basis. Participating students will continue as candidates for degrees of their home Institution and will not be candidates for degrees of the host institution.

Each institution agrees to exchange a total of 5 semester students per academic year. It is agreed that GSEM, UrFU students attend two consecutive terms of LUISS BS Specialized Masters or MBA programs; therefore, the duration of exchange program for GSEM, UrFU students is equal to one semester. It is agreed that LUISS BS students attend a part of the semester of GSEM, UrFU Master programs; therefore, the duration of exchange program for LUISS BS students is equal to two months, half semester. Accordingly, exchange program is based on the following ratio 1:2 (1 GSEM, UrFU student, 2 LUISS BS students).
The number of the exchanged students may vary in any given year, but it is expected that an overall balance of exchange students can be achieved during the term of this Agreement. In special cases, the exchange of a larger number of students can take place after mutual written consent.

IV. Students’ duties

Students will pay tuition fees at their home university also during the period they will spend in the host university and will be considered to be enrolled as full time students.

An exchange student will pay for all personal expenses incurred at the host university, including visa, travel, housing, meals, health, books and stationery.

An exchange student is required to carry, at his/her own expense, adequate travel and medical insurance for the entire period of time that he/she is away from his/her home country for purposes of the exchange, including the exchange period.

Each student in the program shall pursue an academic program pursuant to the regulations of the host university and observe all the regulations, academic and otherwise, of the host university.

V. Support to students

Each host university will assist students in locating housing, organizing orientation activities, and providing on-going academic and social support services.

VI. Visa

Each host institution will issue the appropriate documents for visa purposes in accordance with current laws, although each exchange student shall be responsible for obtaining his/her own visa and other immigration formalities, and all other travel and related documents needed to pursue studies at the host university.

VII. Selection criteria and process

Participating students under the terms of this Agreement will be nominated and selected by their home institutions applying the following criteria in a general way:

A. Possess a very good academic record.
B. Hold Bachelor’s degree or equivalent and be enrolled in a graduate program at the student’s home institution
C. English language competence.
   LUISS BS requirements:
   • The language proficiency will be certified by home Institution, confirming the level is adequate.
   • Students will not be required to submit an official language test result for the exchange program.
   GSEM, URFU requirements:
   • The language proficiency (at least B2) will be certified by home Institution, confirming the level is adequate.
   • Students will not be required to submit an official language test result for the exchange program.

VIII. Attendance
GSEM, URFU exchange students are permitted to enrol in any course offered within LUISS BS specialized master programs, subjects to admission requirements and time-table and capacity constraints. LUISS BS exchange student is permitted to enrol in any course offered on Master level by GSEM, URFU, subject to admission requirements and time-table and capacity constraints. Each student in the program shall observe all the regulations of the host university. Full-time participation, as defined by the host university, at the courses enrolled by the students is required. An exchange student has 2 opportunities for the retake of a failed course at both institutions. Only those exchange students who successfully completed courses at the host university will obtain credits at the home university in accordance with the regulations of the home university.

IX. Transcript of records

Each hosting university will provide a transcript of records earned by each student within 2 months after the end of the mobility period, as well as assistance in translating grades and credits into the home university system. Although recognition is given to academic credits granted by both institutions, transfer courses must meet the home institution’s credit and curricular requirements.

X. Exchange Deadlines

Both Parties reserve the right to determine dates by which exchange student candidates must be selected in order to guarantee efficient processing of the documentation.

Each University agrees to accept the following nomination and application deadlines for the student mobility activities:

LUISS BS Deadlines

Nomination deadlines:
Terms V and I: May 15th
Terms II and III: November 15th
MBA Summer Term (IV): March 31

GSEM, URFU Deadlines

Nomination deadlines:
Fall Terms: June 30th
Spring Terms: November 30th

XI. Miscellaneous

The purpose of this agreement is to promote an exchange between students regularly enrolled in GSEM, URFU programs and LUISS BS Masters. It is therefore agreed and understood between the Parties that, in order to establish a partnership with other Departments or Schools of LUISS Guido Carli University, specific agreements shall be negotiated.

The two institutions shall seek to promote other forms of co-operation which the two universities may jointly arrange.
Through the activity of respective International Officers, both partners will encourage cultural and community service programs and experiences to increase knowledge and appreciation of their respective societies.

Both Parties agree that no one shall be excluded by the activities described in this Agreement on the grounds of race, nationality, gender or belief. In addition, both partners are fully aware of the importance of their role as promoters of societal and environmental responsibility: their common aim is to educate future managers, operators and leaders to face the most important issues at stake today, from social exclusion to environmental challenges, taking responsibility for their actions and for those of the organizations they will be part of.

Any dispute arising from or in connection with the present Agreement shall be resolved amicably on the basis of earnest negotiation between the Parties to reach consensus.

XII. Duration

This Agreement shall be valid for a period of 5 years from the date of its signing, starting with the 2016-2017 academic year, first academic year of student mobility. Either university, may, in its absolute discretion, terminate the Agreement by giving at least six months' written notice. Notwithstanding any such termination, all commitments already made in respect of particular exchange students shall be carried out till completion.

The agreement is concluded in English in 2 (two) original versions and in Russian in 2 (two) original versions.

XIII. Faculty exchange

The exchange of faculty, visiting scholars, research staff, in areas of common interest to both Parties, and under conditions to be specified in each case, will be promoted. The length of time spent at the host institution will vary depending on the needs of each individual and must be agreed upon by both Parties prior to the commencement of the exchange. All efforts will also be made to promote joint programs in research and extension among the members of the two institutions. Visiting faculty members will be admitted to libraries, computer facilities, and research seminars and activities of the respective host Institution at no cost.

XIV. Changes

This Agreement constitutes the entire agreement between the Parties. Amendments may be made with the written mutual consent of the Parties.

For Ural Federal University

Name: Viktor Koksharov

Title: Rector

Signature: [Signature]

For LUISS Guido Carli University

Name: Professor Paola Severino

Title: Rector

Signature: [Signature] (19/11/2016)

For Ural Federal University

Name: Viktor Koksharov

Title: Rector

Signature: [Signature]

Seal of Institution: [Seal]

Date: [Date]

For LUISS Guido Carli University

Name: Professor Paola Severino

Title: Rector

Signature: [Signature] (19/11/2016)

Seal of Institution: [Seal]

Date: [Date]