



University of Hradec Králové



Memorandum of Understanding
Between
University of Hradec Králové, Czech Republic
And
Kookmin University, Korea

University of Hradec Králové and Kookmin University agree to promote academic cooperation between two universities as follows:

1. Each University will make an effort to promote mutual cooperation in the following activities upon the principles of equality and reciprocity.

- (1) Exchange of academic materials and publications
- (2) Exchange of faculty members
- (3) Conducting joint research activities and organizing symposiums
- (4) Exchange of both undergraduate and graduate students
- (5) Any other exchange issues will become effective upon approval of both parties

2. Exchange Program

(1) Number of Exchange Students

Each institution may send and accept under this program no more than three (3) students each academic year. The institutions undertake to balance the numbers of students from each institution each year. With the agreement of the host institution, the number of students in a particular year may exceed two where it is necessary to “balance” the numbers of exchange students in a particular year. Both institutions envision various methods of maintaining balance, such as summer programs, short exchanges, and similar brief interchanges.

(2) Status of Exchange Students

Each institution shall normally accept incoming exchange students as non-degree or graduate special students (i.e. students who do not intend to obtain a degree or other formal qualification from the host university during the exchange period.)

(3) Admission Procedures

The students participating in the exchange program under the terms of this Agreement shall be selected initially by the home institution, and the host institution shall make the final admission decision in each case.

(4) Academic Record and Accreditation

The host institution shall evaluate the academic performance of each exchange student according to its rules and shall send the home institution the academic

record/transcript of each exchange student. The home institution may give credit to each student according to its regulations.

(5) Tuition, Fees, and Expenses

Exchange students shall not be required to pay admission application fees at the host institution, and provided they have paid the appropriate tuition and fees to their home institution, exchange students shall not be required to pay tuition fees at the host institution. All other fees and costs (accommodation fee, international travel, health insurance, mandatory fees, books, supplies, meals, and other incidental expenses arising out of the exchange) will be the responsibility of the exchange student. The host institution will assist the exchange student to find initial accommodation wherever necessary.

3. Specific details of exchanges noted above will be negotiated between the institutions subject to the approval of each institution.
4. In order to carry out the activities mentioned above, detailed plans will be mapped out upon consultation among concerned faculty and staff.
5. Both institutions understand that all financial arrangements are to be negotiated.
6. This agreement shall be effective for an initial period of five years (from the date of the last signature) unless terminated by either party in the form of a written notice submitted at least one year in advance of the proposed termination. Thereafter, the agreement will be renewed automatically every year unless one party gives the other a written notice of termination at least one year in advance of the proposed termination. A notice of termination notwithstanding, students already admitted or enrolled at the host institution under this agreement may complete their studies through the end of that academic term.

University of Hradec Králové

Kookmin University

Prof. Ing. Kamil Kuča, Ph.D.
Rector

Dr. Hong Jae Yim
President

16. 12. 2019

12. 12. 2019

Date

Date