



**AGREEMENT ON STUDENT EXCHANGE
BETWEEN
UNIVERSITY OF OSTRAVA**

AND

GEORGIAN INSTITUTE OF PUBLIC AFFAIRS

In support of the Memorandum of Understanding between the University of Ostrava and the Georgian Institute of Public Affairs, both institutions hereby agree upon the following provisions concerning establishment of a joint Student Exchange Program.

1. DEFINITIONS

For the purpose of this agreement:

- 1.1. "home institution" shall mean the institution at which the students intend to graduate and
- 1.2. "host institution" shall mean the institution which has agreed to accept for a defined period the student from the home institution.
- 1.3. Semester or academic year shall normally refer to the period relevant to the host institution.

2. PURPOSE OF THE AGREEMENT

The purpose of the exchange program is to promote an intercultural understanding between students of both institutions and to increase their competence through living and working in an increasingly interdependent world.

3. NOMINATION AND ACCEPTANCE OF STUDENTS

- 3.1. Each university may accept up to 4 exchange students each year. The number of the exchange students may be modified from time to time by mutual agreement.
- 3.2. Each exchange student shall be enrolled as full-time and non-degree student undertaking research or taking courses at the host institution. The normal length of stay of the exchange students will be one semester or one academic year.
- 3.3. Each exchange student shall be selected by their home institution on the basis of the following criteria which will generally apply but may be deviated in appropriate cases. Thus, the student must:
 - a. have completed at least one-year full-time study as Bachelor student and at least one semester of full-time-study as MA/PhD student at the home institution

- b. have good to excellent academic records
 - c. meet all admission or specific requirements set down by the home institution and host institution.
- 3.4. Each exchange student nominated by the home institution shall normally be accepted by the host institution while the host institution retains the right to review the student nominated for exchange and to make final decisions concerning the admission. The host institution shall provide formal letter of admission and other documents in order for the exchange student to enter and study in the host institution.

4. RIGHTS AND RESPONSIBILITIES OF EXCHANGE STUDENTS

- 4.1. Each exchange student shall be subject to the same academic and non-academic rules, regulations and requirements applicable to all students registered at the host institution.
- 4.2. Each exchange student shall pay whatever fees are required of them by their home institution in order to participating in the program, however they shall be exempt from paying tuition, application, and academic fees to the host university.
- 4.3. Each exchange student will pay his/her own room and board for the semester at the host institution.
- 4.4. All other expenses required or incurred for the purpose of taking part in the exchange program will be the responsibility of each student concerned, with the home institution free to provide any assistance it may desire. Such expenses include but are not limited to international and in-country transportation, medical insurance, books and other incidental and personal expenditures.
- 4.4. Each exchange student will return to the home institution after the exchange period unless both institutions approve an extended stay.

5. RESPONSIBILITIES OF HOST AND HOME UNIVERSITIES

- 5.1. The host institution shall provide the exchange student with basic documents (e.g. invitation letter or similar) and information for visa in accordance with current laws, although it is the responsibility of the individual student to check for visa information and obtain a visa in a timely manner. The provided documents shall not impose any financial consequence to the host institution.
- 5.2. The host institution shall provide the exchange student with appropriate assistance or advising in matters of registration, campus life, cultural adjustments, health, language, and local custom that may arise.
- 5.3. Each institution shall make every reasonable effort to assist the exchange student in finding suitable accommodation and provide advice and support in accordance with its practices and capabilities.
- 5.4. At the end of the exchange, the host institution shall send the home institution an official transcript of credits for each exchange student. Any academic credit that the student receives from the host institution may be transferred back to the home institution in accordance with procedures determined by the home institution.

6. TIME FRAME

- 6.1 This agreement will be in effect from the date of signature for a period of five years. It shall be extended automatically for an additional period of five years at each expiration date providing the MOU is extended and unless either party gives six months' advance notice in writing to terminate the agreement.
- 6.2 This agreement is subject to revisions, renewal and/or cancellation by mutual written consent. But any exchange students who have commenced at either institution at the date of termination may complete their courses of study.

7. REGISTER OF CONTRACTS

The UO is an obliged entity pursuant to Act No. 340/2015 Coll., Act on the Register of Contracts (hereinafter the "Act on the Register of Contracts"). GIPA acknowledges and expressly agrees that this Agreement in full is subject to publication in the Register of Contracts (information system of public administration, administered by the Ministry of the Interior). The University of Ostrava undertakes to publish this Agreement in compliance with the provisions of the respective Act on the Register of Contracts.

This Agreement comes into force upon signature by both parties and becomes effective on the date of its publication in the Register of Contracts at the earliest. About this fact, the University of Ostrava is required to notify GIPA.

This agreement has been drawn up in two copies in English having equal validity.

For University of Ostrava

For Georgian Institute of Public Affairs

Prof. MUDr. Jana Lata, CSc.
Rector

Prof. Marine Jöseliani,
Rector

Date: 1.1 -01- 2023

Date: 17.01.2023

