



AGREEMENT ON STUDENT EXCHANGE

between the Faculty of Medicine at Lund University, Sweden and the School of Medicine, Faculty of Health Science, at University of Tasmania, Australia

Within the framework of Memorandum of Understanding signed May 23, 1997 with the object of promoting co-operation in academic education between Lund University (LU), Sweden and University of Tasmania, the following agreement is established:

1 Definitions

The following definitions will be used in this agreement:

- *Contracting parties:* Faculty of Medicine Lund University and School of Medicine, University of Tasmania.
- *Home University:* The contracting partner that has agreed to send the exchange student.
- *Host University:* The contracting partner that has agreed to receive the exchange student.
- *Exchange students or candidates:* The students of both universities involved in the exchange according to this agreement

2 Objectives

The purpose of the Agreement is to establish the terms and conditions under which the exchange of students between the two faculties shall take place. The terms and conditions of the Agreement apply to both undergraduate and postgraduate students. It is understood that the agreement is primarily intended for undergraduate students, but postgraduate students may apply. Admission of candidates to study at the faculties of medicine at Lund University and University of Tasmania will be at the discretion of the Host University.

3 Numbers of Students

In February each year during the term of this agreement, each host University will determine the number of students they are capable of taking to be enrolled as exchange students. It is understood that a balance in number of students exchanged shall be sought over a five-year period.

The obligations of the Universities under agreement apply only to the exchange students, and exclude both spouses and dependents.

4 Pre-requisites for Participation

The Home Universities will screen and select applicants for exchange on the basis of the following criteria which shall generally apply but may be waived in special cases.

- Exchange students must have a good to excellent academic record.
- Exchange students must be registered as full-time undergraduate or postgraduate students of the Home University.
- The exchange students must be able to follow the lectures in the language of instruction. The Home University will evaluate the language aptitude of its own students.
- The School of Medicine at the University of Tasmania reserves the right to only offer placements at the Clinical School in Launceston

5 Selection and Nomination

The candidates of both Universities will use the required application form of the Host University.

Exchange students should be selected on the basis of merit without regard to race, national or ethnic origin, color, religion, age, sex, marital status or physical handicap.

The Host University will accept the candidates selected by the Home University if mutually acceptable academic and/or professional qualifications and standards are met. However, the Host University will make the final decision on the admission of candidates nominated for exchange.

6 Responsibilities of the Exchange Student

The exchange students will be responsible for:

- Paying any Home University tuition and fees prior to participation.
- Paying room and board expenses at the Host University.
- Paying for transportation to the Host University and within the Host country.
- Obtaining medical insurance and paying for expenses in excess of medical coverage.
- Personal expenses including materials.
- Obtaining and paying an appropriate visa.
- All other debts incurred during the period of the exchange.
- Filling in an evaluation report after the study abroad period at the Host and Home universities.
- Following the rules and regulations of the Host University in which they are enrolled.

7 Program of Study

- Exchange students will be subject to the academic requirements and rules of conduct of the Host University. All students are required to enroll in a full-time course of study or equivalent amount of credits.
- Students are required to negotiate their formal course of study or elective program before they arrive at the Host University. This will include submitting an

outline of the required curriculum, supervisor arrangements and assessment tasks.

- Accreditation for the work carried out by a student during the period of the exchange will be at the discretion of the student's Home University.
- The Host University may be require to invigilate online examinations provided by the home University
- The Host University will provide the Home University with a final transcript, describing the student's academic performance.
- The Host university will evaluate each student's satisfaction with the exchange and this information will be reviewed by both Universities annually

8 Length of Study

Exchange students will spend a minimum of one month and maximum one academic year at the Host University. The duration of the exchange will be relevant to the agreed Clinical placement or academic unity of study.

Upon completion of the period of study at the Host University, exchange students must return to the Home University. Exceptionally, the contracting parties can approve an extension of the exchange period.

9 Fees and Expenses

Contracting parties agree that no tuition fees will be levied on the exchange students. Exchange students will continue to pay tuition fees at their Home University according to its own regulations. All other expenses incurred will remain the responsibility of the exchange student. A small sum levied by the student unions may however be allowed.

10 Responsibilities of the Home and Host Universities

Contracting parties shall have the option of terminating the participation of a student should that student violate the laws or regulations of the Host University, or be found by a competent authority to have violated the laws of the Host country.

Contracting parties will provide a pre-arrival negotiation of study program and general familiarization process to students admitted to the Exchange program. The Host University will arrange an orientation program for the exchange students upon Arrival day.

The Host University will provide relevant access to teaching and learning materials equivalent to their own students engaged in the equivalent course of study.

The Host University will endeavour to link the visiting students into academic and social opportunities relevant to their year.

Applications for participation in the Program will be sent by the Home University to the Host University at least four months before the start of the academic year/semester in which the exchange will take place.

Returning students will be asked to complete a report form and reflective essay evaluating their exchange.

The Host University shall make every reasonable effort to assist students participating under the terms of this agreement in finding suitable accommodation.

11 Recognition for Participation

Any academic credit earned at the Host University by the participant may be transferred back to the Home University in accordance with procedures determined by the latter.

12 Co-ordination and administration of the Exchange

The management of the exchange will be the responsibility of the International Office at the Faculty of Medicine, Lund University, and the International Desk, School of Medicine, University of Tasmania.

13 Period of Exchange

Enrollment of students according to this agreement will commence in the 2nd semester 2011

14 Review, Renewal, Termination

The contracting parties will review the Agreement annually to maintain a well balanced exchange. *Every effort will be made to achieve parity over a period of five academic years.* This Agreement will be valid from the date of the last signature and may be terminated by giving six months notice in writing. Without any notice of termination, the Agreement will be terminated five years from the date of last signature. However, any exchange in place will be permitted to continue to completion date. At the end of

that period of five years, the Agreement *could* be renewed by exchange of letters.

This Agreement is written in English, in two originals, both of equal validity.

Professor Bo Ahren

Prof Raymond Playford

Dean
Faculty of Medicine
Lund University

Dean
Faculty of Health
Science
University of Tasmania

Date:

Date:

Signed on behalf of Lund
University

Signed on behalf of the
University of Tasmania