MEMORANDUM OF UNDERSTANDING
BETWEEN
VIRGINIA POLYTECHNIC INSTITUTE AND STATE UNIVERSITY (VIRGINIA TECH)
AND
THE CHINESE UNIVERSITY OF HONG KONG

Virginia Polytechnic Institute And State University, Blacksburg, Virginia, USA and The Chinese University of Hong Kong believing the extension and strengthening of scientific exchange and cooperation to be of mutual value to their universities and to the development of understanding between their peoples, hereby record their intentions to promote academic and educational exchange between their universities through the following activities.

1. STAFF EXCHANGE

1.1. Exchange of Academic Staff.
   The two Universities may nominate their academic staff to participate in an exchange for the purpose of study or lecturing in the other University on a reciprocal basis. The participant is subject to approval by the Host University. The period of exchange will normally be one or two semesters. The Host University will provide a university appointment where appropriate, library and research facilities, and other assistance as far as possible. The Home University will also maintain its academic staff on salary during the period of the exchange. The Host University will assist the visiting academic staff in locating living accommodation.

1.2 Visiting Academic Staff.
   In addition to the reciprocal exchanges, either University may invite faculty members of the other University for the purpose of lecturing or consultation for a specified period of time, subject to the approval of the Home University. In such cases the Host University may make appropriate funding arrangements agreed to in advance.

1.3 Visiting Research Fellows.
   Either University may nominate one or more of its faculty to visit the other University for the purpose of advanced study or research, subject to the approval of the Host University. In such cases, the Home University may provide the Research Fellow with salary based on the Home University’s regulations. The Host University will provide institutional courtesies, library and research facilities and an appropriate academic standing.

2. STUDENT EXCHANGE

2.1 Exchange of Students.
   Each University may send students, either undergraduate or graduate, to the other University in appropriate fields of study. A separate Memorandum of Understanding on Student Exchange will govern the exchange of students.

2.2. Both Universities agree that the exchange program should follow the educational system and regulations of the counterpart University. Students must submit their applications to the Host University through their own University.
3. CO-OPERATIVE RESEARCH

3.1 Co-operative research is to be encouraged as individual scholars or departments establish contact and develop mutual interests. The cost and conditions of such agreements will be negotiated individually.

4. EXCHANGE OF ACADEMIC MATERIALS

4.1 Each University shall exchange relevant materials, such as those relating to the library, on a regular basis. The libraries may also exchange materials for research purposes.

5. TERMS OF CO-OPERATION

5.1 The terms of co-operation for each specific activity implemented under this Memorandum of Understanding shall be mutually discussed and agreed upon in writing by both parties prior to the initiation of that activity.

5.2 Any such agreement entered into, as outlined above, will form an Appendix to this Memorandum of Understanding.

6. CO-ORDINATION OF THE EXCHANGE

6.1 Each University shall designate a Liaison Officer to develop and co-ordinate the specific activities agreed upon. The designated liaison officers for the purposes of this Memorandum of Understanding shall be:

Virginia Tech
Associate Provost for International Affairs
Currently: Dr. S. K. De Datta

The Chinese University of Hong Kong
Director of Academic Links
Currently: Mr. Thomas Wu

6.2 Through these offices, either party may initiate proposals for activities and specific details of any such activities will be set forth in a letter of agreement.

7. RENEWAL, TERMINATION AND AMENDMENT

7.1 This Memorandum shall take effect from the date of the last signature for a period of five (5) years and may be modified or revised by mutual written consent of the two Universities. This Memorandum may be renewed by mutual agreement executed by the authorized signatories for both Universities.

7.2 This Memorandum is not intended to be a legally binding document. It is meant to describe the nature and to suggest the guidelines of the cooperation described above. Nothing therefore shall diminish the full autonomy of either institution, nor will any constraints be imposed by either upon the other in carrying out the agreement.

7.3 The Memorandum may be terminated by either party provided six months written notice is given to the other party.

7.4 For this purpose, the responsible parties will be the Associate Provost for International Affairs of Virginia Tech and the Director of Academic Links of The Chinese University of Hong Kong.
In witness whereof, the parties hereto have offered their signatures:

**For Virginia Tech**

[Signature]
Charles W. Steger  
President  
Date: 2/17/07  

[Signature]
James A. Hyatt  
Executive Vice President  
And Chief Operating Officer  
Date: 2-15-07  

[Signature]
S. K. De Datta  
Associate Provost for International Affairs  
Date: Feb. 14, 2007

**For The Chinese University of Hong Kong**

[Signature]
Lawrence J. Lau  
President and Vice-Chancellor  
Date: May 20, 2007  

[Signature]
Jack Cheng  
Pro-Vice-Chancellor  
Date: 16 MAY 2007  

[Signature]
Thomas Wu  
Director of Academic Links  
Date: 5 JUN 2007
MEMORANDUM OF UNDERSTANDING ON STUDENT EXCHANGE
between
VIRGINIA POLYTECHNIC INSTITUTE AND STATE UNIVERSITY
(Virginia Tech)
Blacksburg, Virginia, U.S.A.
and
THE CHINESE UNIVERSITY OF HONG KONG
Shatin, NT, Hong Kong SAR

In the interest of expanding educational opportunities, the Virginia Polytechnic Institute and State University (hereafter referred as Virginia Tech) and The Chinese University of Hong Kong (hereafter referred as CUHK) agree to promote the exchange of students under the following provisions:

1. **Exchange Coordinator**
   Each party to the agreement will appoint an officer who will be responsible for the coordination and administration of the exchange, including the selection and counseling of the exchange participants. For Virginia Tech, the Assistant Program Director for Education Abroad will serve as Exchange Coordinator. For the Chinese University of Hong Kong, that role will be undertaken by the Programme Manager of the Office of Academic Links.

2. **Duration of Exchanges**
   Students may be exchanged for a summer, semester or an academic year.

3. **Number of Students to be Exchanged**
   Commencing with the 2007/2008 academic year, and in each succeeding year during the term of this Memorandum of Understanding, each university shall annually nominate two (2) full-time equivalent undergraduate students as exchange students to the Partner University. The number of qualified students to be exchanged will be determined by mutual agreement between the two universities before recruitment of students.

4. **Balancing the Exchange**
   For the purposes of determining the balance of students exchanged, two exchange students participating for one academic term shall be counted as equivalent to one exchange student participating for one academic year. Virginia Tech may nominate students to participate in the summer programme offered by CUHK on an exchange basis. Every three students CUHK admits into the summer programme shall be counted as one full-time equivalent student towards the exchange balance. This may change from time to time to reflect the duration and academic load of the programme. Any and all imbalances shall be resolved by the end of the period of agreement.

5. **Academic Status**
   All students will remain enrolled as regular degree candidates at the home institution and will not be enrolled as candidates for degrees at the host institution. Students are expected to maintain full-time status at the host institution. Exchange students will have the rights and be subject to the same regulations at the host institution.

6. **Student Eligibility**
The Exchange Coordinator at each institution, acting after consultation with the appropriate academic unit, will be responsible for the selection of suitable nominees for exchange. It is understood that the Coordinator will nominate students who are both academically and personally suitable for exchange abroad and that details of academic background as well as references will be provided to the host institution. It is hoped that the host institution will not reject a nominated student unless he/she does not meet established admission requirements for international students, or unless the host institution cannot guarantee availability of required courses.

Students involved in the exchange will have proficiency level in English that will allow them to attend regular university classes. The appropriate level will be demonstrated through the required tests in each institution.

Virginia Tech undergraduate students registered as undergraduate exchange students at CUHK may within limitation specified from time to time enroll into approved Chinese language courses for international students at CUHK.

7. Transcripts
Both institutions agree to provide a transcript at the end of the period of study, giving details of the courses studied and grades and credits awarded.

8. Student Program Fees
Each student will pay his or her regular tuition and fees to the home institution and will receive these benefits in turn from the host institution. All housing and meal costs will be the responsibility of the exchange student. The host institution agrees to provide all necessary assistance in arranging accommodation in the residence halls or off campus, as appropriate. All travel costs will be the responsibility of the individual student. Miscellaneous fees such as special course fees, fieldwork courses, key deposits, books, etc. will be paid directly by each participant.

Neither institution will charge incoming students an application fee.

9. Vacation Periods
The individual student will be responsible for his or her own housing and meal arrangements and costs during vacation periods (breaks, holidays, or between semesters).

10. Insurance and Health Care
Each participant will provide his or her own health and accident insurance. Proof of adequate insurance coverage must be provided to the international office of each institution. In the case of CUHK students coming to Virginia Tech, they will be required to provide proof of health insurance that meets Virginia Tech’s minimum standards for insurance coverage before registering for courses.

Both universities will assist student to access basic outpatient health care as can be provided by and at their respective health care centers. Any medical expenses that exceed the coverage provided by such insurance shall be borne by the exchange student.

11. Dependents
The obligations of each institution under this agreement are limited to the exchange of students and do not extend to partners or dependents. Expenses of accompanying partners and dependents are the responsibility of the exchange student.

12. Visa Requirements
Participants will be required to meet any visa requirements that pertain to studying in the host country. In the case of CUHK students coming to Virginia Tech, they will need to document having sufficient financial resources for the period of stay.

13. Effective Date and Termination of Agreement
This agreement shall be in effect for five (5) years from the date of its signing. At the anniversary of the agreement, each institution will exchange a brief report indicating any imbalances of student numbers and/or other issues or problems. This agreement may be amended, and/or extended by mutual written consent of both institutions for a period beyond its original date of expiration. Either party may terminate this agreement by serving written notice to the other party. In this case, if either party desires to balance the numbers before termination, the other party will cooperate in that effort. Otherwise, termination will take effect six months from the date of the written notice.

14. Agreement
In agreement with the above terms of participation, the following signatures are affixed:

For Virginia Tech
Charles W. Steger
President
Date: 4/10/07

For The Chinese University of Hong Kong
Lawrence J. Lau
President and Vice-Chancellor
Date: May 20, 2007

James A. Hyatt
Executive Vice President
And Chief Operating Officer
Date: 4/10/07

Jack Cheng
Pro-Vice-Chancellor
Date: 16 May 2007
Dr. S. K. De Datta
Associate Provost for International Affairs
Date: April 6, 2007

Thomas Wu
Director of Academic Links
- 5 JUN 2007

Date: ___________________________