MEMORANDUM OF UNDERSTANDING
BETWEEN
THE AMERICAN COLLEGE OF THESSALONIKI
AND
VIRGINIA POLYTECHNIC INSTITUTE AND STATE UNIVERSITY
(Virginia Tech)

I. General Overview.

The American College of Thessaloniki (ACT) and Virginia Tech hereby enter into an agreement to provide university-level instruction at ACT's campus in Thessaloniki, Greece for students of Virginia Tech wishing to study abroad for a period of either one semester or one year.

A. Instruction will be provided by ACT in the following area(s):
   1. Greek language, history, art and culture (Greek Studies)
   2. Business Administration
   3. Computer Management Information Systems
   4. Computer Science
   5. English Language and Literature
   6. History and International Relations
   7. Psychology
   8. Elective programs in Liberal Arts (Social Sciences & Humanities)

B. All instructional materials including syllabi, course books, supplementary materials will be created/selected by ACT

C. Faculty will be provided by ACT.

D. Course equivalencies/transferability of courses from ACT to Virginia Tech will be determined by the relevant academic office of Virginia Tech responsible for assigning transfer credits. Course equivalencies/transfers will be subject to periodic review as programs of study and areas of instruction offered by ACT evolve.

E. ACT will provide, in addition to instruction, academic advising services, registration services, and related academic support to students of Virginia Tech.

F. Following the conclusion of each academic semester, ACT shall provide official transcripts to the Virginia Tech for each student who has successfully completed the semester and disbursed all financial obligations to the College. Transfer credit for all courses completed at ACT shall be granted in accordance with procedures and policies in effect at Virginia Tech.

G. ACT will provide, through the Office of its Director of Academic and Student Affairs, assistance in obtaining suitable off-campus housing, an orientation program, one cultural excursions throughout the course of the semester (year) in which students from Virginia Tech matriculate at ACT. All extracurricular activities offered by ACT shall be open to Virginia Tech students who wish to participate in one or more of these.

H. Comprehensive program costs for one semester (year) of study at ACT shall be determined each spring for the following academic year (see below, under "Financial Agreement")
I. Both institutions agree to publicize the opportunity for study at ACT through such means as each deems most appropriate and effective.

J. This program shall be overseen, at ACT, by the Office of the Director of Academic and Student Affairs with respect to issues as academic, housing, orientation, cultural/extracurricular programs and activities, pastoral care, and at Virginia Tech by Dr. Marcie Boucouvalas.

K. Should a student from Virginia Tech be unable to complete the full semester (year) of study at ACT for any reason, following appropriate consultation among the student and the administration of ACT and Virginia Tech, the student shall be requested either to modify his/her program, or to depart from Thessaloniki before completion of the semester (year). The student assumes responsibility for any expenses associated with early departure from the host institution.

L. Study Abroad students are expected to comply with ACT’s rules and disciplinary regulations as these are outlined in the Catalogue of Study, the Student Handbook, and other pertinent college documents.

II. Financial Agreement.

A. Tuition and associated academic fees, off-campus housing costs, orientation and cultural excursions/field trips for one semester of study at ACT shall be:

2006-2007 Academic Year\(^1\)
- Tuition: $3,600 US (for up to 12 academic credits/$300 per additional credit)
- Housing: $1,950 US (double occupancy)/$2,450 (single occupancy)
- International Student Fee: $650 US
- Field Trip Fee: $350
- Orientation Fee: $350

TOTAL: $6,900 US ($7,400 US for single occupancy)

Housing Security Deposit: $200 US (refundable)

Virginia Tech should arrange for full payment of tuition and fees and housing for all participating students within the first two weeks of classes upon receipt of an invoice from ACT.

Students assume independent responsibility for the following:
- Travel costs from/to the US
- Food
- Textbooks and/or other required course materials
- Personal expenses

B. All Virginia Tech students planning to study at ACT are required to obtain a student visa from the nearest Greek Consular Office in the US in

---

\(^1\) Tuition & fees are adjusted annually.
advance of their departure for Greece. Students planning to remain in Greece more than three months will be required to apply for a residency permit (Spring 2006 cost: $350 US) following arrival in Thessaloniki.

C. Virginia Tech students studying at ACT should arrange to purchase a Study Abroad health/accident insurance policy in advance of their departure from the US.

D. Tuition and fees are non refundable to those students asked to depart for disciplinary or academic reasons. Tuition is refundable only to those students compelled to interrupt their studies for medical or other serious personal reasons, and will be refunded in proportion to the percentage of the semester they have completed at the time of departure.

III. Promotion of Inter-institutional Cooperation.

In addition to providing study-abroad opportunities to students of Virginia Tech, other means of promoting cooperation between ACT and Virginia Tech shall also upon occasion be realized through particular initiatives which both institutions agree shall contribute to the enhancement of the academic programs and cultural understanding of each. Such initiatives may include, but are not limited to, visits by faculty and administrative personnel of each to the partner institution, the opportunity for graduate and undergraduate student internships by students at Virginia Tech within specific departments of ACT, specially-designed summer programs in Thessaloniki to be hosted at ACT, as well as others which may arise as the two institutions gain familiarity with one another's strengths and needs. Details of each additional initiative shall be elaborated in amendments to this MOU, or if deemed necessary in separate MOUs arrived at through a comparable process.

IV. Duration of Agreement.

This MOU shall be in effect for a period of three years, with provision for review each spring of academic program offerings and program costs for the upcoming academic year. Should either institution desire to terminate the agreement before the conclusion of the initial three-year period, notice in writing should be provided to the partner six months in advance of the intention to terminate. Any students enrolled in the study abroad program at the time of termination of the agreement shall be permitted to complete the semester in progress.
Richard L. Jackson
President,
The American College of Thessaloniki

Date: July 21, 2006

Dr. Charles Steger
President
Virginia Tech
Blacksburg, VA, USA

Date

Dr. S. K. De Datta
Associate Provost for
International Affairs
Virginia Tech
Blacksburg, VA, USA

Date

James A. Hyatt
Executive Vice President
And Chief Operating Officer
Virginia Tech
Blacksburg, VA, USA

Date