STUDENT EXCHANGE AGREEMENT
Between
Department of Hospitality and Tourism Management
VIRGINIA POLYTECHNIC INSTITUTE AND STATE UNIVERSITY
Blacksburg, Virginia, U.S.A.

And
Department of Tourism Management
BASKENT UNIVERSITY
Ankara, Turkey

In the interests of expanding educational opportunities in the field of Hospitality and Tourism Management, Virginia Polytechnic Institute and State University (hereafter referred to as Virginia Tech) and Baskent University 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 Director for Education Abroad will serve as Exchange Coordinator. For Baskent University, that role will be played by the Chair of the Department of Tourism Management.

2. **Duration of Exchanges**
   Individual students may be exchanged for a semester or an academic year. There is also the possibility that a summer program could be negotiated. Normally no student would spend more than one academic year at the other institution.

3. **Exchange 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 is 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 students an application fee.

4. **Number of Students to be Exchanged**
   The number of qualified students to be exchanged will be determined each year by mutual agreement between the two institutions.

5. **Balancing the Exchange**
   Parity in numbers of exchange students is the objective of the agreement. Numbers should be counted in semester units: 1 semester = 1, 1 academic year = 2. However, each party should be prepared to consider a disparity in any given semester or year. Any and all imbalances shall be resolved by the end of the period of agreement. In order to ensure a balance by the end of the period, the imbalance should not exceed two semester units for either institution. When such an imbalance develops, the exchange coordinators and department representatives will collaborate to plan a means to even the balance. During the period of imbalance, students of one institution wishing to study at the other institution may opt to
pay the customary tuition and fees charged to visiting students rather than using the exchange mechanism.

6. **Academic Status**
All exchange 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. Exchange students are expected to maintain full-time status at the host institution.

7. **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 exchange 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 exchange student unless he/she does not meet established admission requirements for international students, or unless the host institution cannot guarantee availability of required courses.

8. **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.

9. **Vacation Periods**
The individual exchange student will be responsible for his or her own housing and meal arrangements and costs during vacation periods.

10. **Insurance**
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 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.

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 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 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 years from the date of its signing. At the anniversary of the agreement, each institution will exchange a brief report indicating any imbalances of exchange student numbers and/or other issues or problems. This agreement may be amended, and/or extended by mutual 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:

**Charles W. Steger**  
President  
Virginia Tech  

5/26/02  
Date

**Prof. Dr. Mehmet Haberal**  
President  
Baskent University  

25/06/2002  
Date