STUDENT EXCHANGE AGREEMENT

between

VIRGINIA POLYTECHNIC INSTITUTE AND STATE UNIVERSITY
(VIRGINIA TECH)
BLACKSBURG, VIRGINIA, USA

and

UNIVERSITY OF THE SUNSHINE COAST
SIPPY DOWNS, QUEENSLAND, AUSTRALIA

In the interests of expanding educational opportunities, Virginia Tech and University of the Sunshine Coast 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 the University of the Sunshine Coast, that role will be played by the International Exchange and Study Abroad Officer.

2. Duration of Exchanges

Students may be exchanged for a semester or an academic year.

3. Number of Students to be Exchanged

The number of qualified students to be exchanged will be determined by mutual agreement between the two institutions. Each institution is prepared in principle to send students and receive the equivalent number in exchange annually. It has been agreed that 1 exchange student for 1 semester per calendar year may be sent from either institution, unless other arrangements are made with the appropriate administrators or university officers at both Virginia Tech and the University of the Sunshine Coast.

Study Abroad students are full fee-paying students. Once the maximum number of exchanges has been reached in any given year, students will become Study Abroad students and will pay tuition and all fees that apply to international students at the host campus. All other academic and non-academic rules and regulations that govern exchange students will also apply to Study Abroad students.
4. **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 during the period agreement. 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.

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.

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 exchange 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.

Study Abroad students will pay tuition and all fees that apply to international students at the University of the Sunshine Coast. The student will pay this directly to the University of the Sunshine Coast.

Neither institution will charge 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.
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 University of Sunshine Coast 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 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 University of Sunshine Coast 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 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:

Dr Charles Steger
President
Virginia Polytechnic Institute and State University

Professor Paul Clark
Deputy Vice-Chancellor
University of the Sunshine Coast

Date 7/20/03

Date 11/30/03