EXCHANGE AGREEMENT
BETWEEN

THE UNIVERSITY OF NEWCASTLE
AUSTRALIA

AND

VIRGINIA POLYTECHNIC INSTITUTE AND STATE
UNIVERSITY
USA

Virginia Polytechnic Institute and State University and The University of Newcastle recognising the educational and cultural exchanges which can be achieved between our institutions, enter into this agreement to facilitate the exchange of students and scholars.

1. Definitions

i) For the purposes of this agreement, "home" institution shall mean the institution at which the student intends to graduate and "host" institution shall mean the institution which has agreed to accept the student from the home institution.

ii) Semester or academic year shall normally refer to the period relevant to the host institution.

2. Purpose of the Agreement

i) The general purpose of this agreement is to establish specific educational relations and cooperation between the two participating institutions in order to promote academic linkages and to enrich the understanding of the culture of the two countries concerned.

ii) The purpose of exchanges between Faculty members is to promote collaborative research, other educational developments and to further mutual understanding.

iii) The purpose of each student exchange is to enable students to enrol in subjects at the host institution for credit which will be applied towards their degree at their home institution.
3. Responsibilities of Participating Institutions and Students

Each institution shall undertake all those measures as are seen as reasonable to give maximum effect to this exchange program.

i) Each institution agrees to accept and enrol exchange students as full time, "non-award" students for the duration of their exchange.

ii) Each student will be provided with the same academic resources and support service that are available to all students at the host institution.

iii) It will be the responsibility of each student to obtain official approval from his or her home institution for subjects taken at the host institution.

iv) It is the responsibility of the exchange student to ensure he or she obtains a copy of his or her official academic results covering the subjects taken during the period of the exchange. In addition, each institution will forward a copy of the academic record to the home Exchange Co-ordinators Office.

(v) Exchange students will be subject to the rules and procedures as specified by the host institution for the academic period in which the student enrols. The home institution will have responsibility for all matters concerning credit for subjects taken.

4. Numbers

The number of student participants shall be subject to the following terms:

i) A maximum of two students from The University of Newcastle and two students from Virginia Polytechnic Institute and State University may participate in the Exchange during the first year of this agreement.

ii) The number of participants may be increased in subsequent years by the mutual agreement of the two Parties.

iii) Reasonable efforts shall be made to involve equal numbers of students from The University of Newcastle and Virginia Polytechnic Institute and State University in the Exchange over the period of the Agreement.

iv) In assessing balance, one student who registers for two academic semesters shall be considered equivalent to two students each registering for one academic semester.

v) Any temporary imbalance shall not exceed a maximum of two student semesters.
5. **Selection and Enrolment of Students**

It is expected that only students of high academic quality will be selected to participate in an exchange program. The home institution will screen applications from its student body for exchange. Students, both undergraduate and postgraduate, are eligible to participate if they:

i) have completed at least one year of study at their home institution;

ii) are enrolled at their home and host institution for the full period of the exchange;

iii) have an enrolment proposal, approved by their home Faculty and host institution, and are deemed academically qualified to successfully complete the nominated subjects at the host institution. Each institution will inform the relevant International Office of subject availability, including enrolment limitations and conditions.

iv) have obtained agreement from their home Faculty, that upon successful completion of the subjects at the host institution, full credit will be granted towards the degree at their home institution. A student may undertake a clinical or practical assignment as part of an exchange program; and

v) have satisfied any language proficiency requirements of the host institution.

Each institution will send the other completed applications for their students at least sixteen (16) weeks before the beginning of the entry semester. The host institution reserves the right of final approval on the admission of a student and will, where appropriate establish language proficiency standards.

6. **Financial Responsibilities of Institutions**

i) Exchange students will be provided with the following, by the host institution, at no cost to the student:
   - Tuition and related costs
   - Orientation Program
   - Reports and Statement of Results
   - Reception of students on arrival
7. Financial Responsibilities of Exchange Students

   i) Exchange Students will be financially responsible for:
      Travel to and from the host institution
      Books, stationery, etc.
      Travel documentation, visas, etc.
      Accommodation and living expenses
      Health coverage relevant to the exchange situation.

   Each institution will ensure a medical insurance plan is available. The cost of the
   insurance will be paid by the exchange student. The home institution shall satisfy
   itself that a candidate for exchange has the ability to meet all his or her financial
   responsibilities as detailed above. This may include provision for a period of
   vacation if a student is participating in an exchange which spans two semesters,
   particularly the long December/January break.

8. Accommodation

   Incoming students will not be guaranteed accommodation on-campus. However,
   every effort will be made to assist students to obtain on-campus or alternatively,
   off-campus accommodation, within reasonable distance from the campus. It is
   recognised that on-campus accommodation may not always be possible and
   students should be made aware of this possibility as soon as dialogue opens in an
   exchange arrangement. Students will also be made aware that they are
   responsible for all costs associated with accommodation.

9. Exchange Students Families

   It is not anticipated that spouses and dependents will accompany an exchange
   student. Where such arrangement is proposed, it is subject to the approval of the
   host institution on the understanding that all additional expenses incurred by
   accompanying spouses and dependents are the responsibility of the exchange
   student.

10. Faculty and Staff Exchanges

   The two institutions agree in principle to the possibility of exchanges by General
   staff (Administrative) and Faculty members. The details of such arrangements
   will be negotiated at the appropriate time and will be governed by the
   institutional staffing rules and relevant approval processes. The participating
   institutions shall not be responsible for any private arrangements made by
   participating staff members covering exchange of accommodation, cars, etc.
11. Exchange Program Review

Both institutions will be responsible for a regular review of the exchange program on at least a two yearly basis. The review is essential in order to make appropriate and mutually agreed modifications as may be required and to identify new opportunities for co-operation in scholarship and research.

12. Period Of Agreement

This agreement will come into effect from the date of signature by both parties and will remain in force for an initial period of three years and may be renewed by mutual consent. This agreement may be terminated by either party provided six months written notice is given to the other party.

13. Signatures

This agreement constitutes the entire agreement between the parties. No amendments, consent or waiver of terms of this agreement shall bind either party unless in writing and signed by all parties.

The Agreement has been accepted by the president of Virginia Polytechnic Institute and State University, USA and the Vice-Chancellor of the University of Newcastle, New South Wales, Australia and supersedes any existing Exchange Agreement.

Dr Charles Steger
President
Virginia Polytechnic Institute & State University

[Signature]
Date: 5/21/01

Professor Roger S. Holmes
Vice-Chancellor
University of Newcastle

[Signature]
Date: 6/16/01