STUDENT EXCHANGE AGREEMENT
between
VIRGINIA POLYTECHNIC INSTITUTE AND STATE UNIVERSITY
(Virginia Tech)
Blacksburg, Virginia, U.S.A.
and
UNIVERSITÄT BASEL
Basel, Switzerland

In the interest of expanding educational opportunities, Virginia Tech and the Universitàt Basel 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 Universitàt Basel, that role will be played by the Mobility Office.

2. **Duration of Exchanges**
   Students may be exchanged for a summer, 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.

4. **Balancing the Exchange**
   Parity in numbers of exchange students is the objective of the agreement. Numbers should be counted in semester units: \( \frac{1}{2} \) summer term = 0.25, 1 summer term = 0.5, 1 semester = 1, 1 academic year = 2. These are defined in the Virginia Tech system approximately as follows: \( \frac{1}{2} \) summer is about 3 weeks and 3 credits, 1 summer term is about 6 weeks = 6 credits, a semester is fulltime enrollment in Fall or Spring term, and an academic year is fulltime enrollment for fall and spring semester. Each party should be prepared, however, 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. 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 German/English that will allow them to attend regular university classes. The appropriate level will be demonstrated through the required tests in each institution.

7. **Transcripts**
Both institutions agree to provide a transcript at the end of the academic semester, 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 university will make every reasonable effort to assist students in finding suitable accommodation. Virginia Tech is normally not able to offer on-campus housing to all exchange students and does not reserve off-campus housing, but does offer assistance in finding off-campus housing. 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**
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 the Universität Basel 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. In the case of Virginia Tech’s students coming to Universität Basel, all international health coverage must be accepted by the Cantonal Office responsible for exemption from mandatory health insurance in Switzerland.

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 the Universität Basel 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 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. **Southern Association of Colleges and Schools**
Virginia Tech is accredited by the Southern Association of Colleges and Schools’ Commission on Colleges to award bachelor, master and doctoral degrees. The Universität Basel is a Swiss public university and by definition of law as comprehensive university entitled to award bachelor, master, and doctoral degrees. Universität Basel is not accredited by the Commission on Colleges and the accreditation of Virginia Tech does not extend to or include the Universität Basel or its students. Although Virginia Tech accepts certain course work in transfer toward a credential from the Universität Basel, or collaborates in other ways for generation of course credits or program credentials, other colleges and universities may or may not accept this work in transfer, even if it appears on a transcript from Virginia Tech. This decision is made by the institution subsequently considering the possibility of accepting such credits.

**Institutional Names on an Academic Credential.** For undergraduate academic credentials, students taking courses from participating institutions in a collaborative arrangement may be awarded the academic credential from the SACSCOC-accredited institution when 25 percent or more credits were earned through that institution’s own direct instruction.

For graduate academic credentials, students taking courses from participating institutions in a collaborative arrangement may be awarded the academic credential from the SACSCOC-accredited institution where one-third or more of the credits were earned through that institution’s own direct instruction.

In the case of Universität Basel, recognition of academic credentials earned at a partner university is at the discretion of the respective School Management (Fakultät).

**Use of the SACSCOC Logo.** Neither Member nor Partner institutions may use the SACSCOC logo. Its use is reserved exclusively for the Southern Association of Colleges and Schools Commission on Colleges.
15. **Contact Details**
Program administration and contact details can be found in Attachment A.

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

**VIRGINIA POLYTECHNIC INSTITUTE AND STATE UNIVERSITY (Virginia Tech)**

Dr. Charles W. Steger  
President

**UNIVERSITÄT BASEL**

Prof. Dr. Edwin Constable  
Vice-Rector

Oct 3, 2013  
Date

**Prof. Sue Onn Rowlands**  
Dean  
College of Liberal Arts and Human Sciences

10/3/13  
Date
ATTACHMENT A
ADMINISTRATION OF PROGRAM AND CONTACT INFORMATION

Basel: Administration of this agreement is housed in the Global Affairs Office at the Universität Basel. Such functions are under the direct responsibility of the Head of Global Affairs. Academic responsibilities are housed in the Faculty of the Humanities. Correspondence regarding these matters should be directed to:

U Basel Administrative Management
Mr. Erich Thaler
Head
Global Affairs Office
Petersgraben 35
4003 Basel
Universität Basel
Switzerland
phone: +41 61 267 28 30
fax: +41 61 267 30 03
e-mail: Erich.Thaler@unibas.ch
http://internationalaffairs.unibas.ch

U Basel Academic Management
Prof. Dr. Philipp Schweighauser
Dept. of English
Head of American and General Literatures
Nadelberg 6
4051 Basel
Universität Basel
Switzerland
phone: +41 61 267 27 89
fax: +41 61 267 27 80
e-mail: ph.schweighauser@unibas.ch
http://engsem.unibas.ch

For purposes of day-to-day management of the program, nomination of participants, and other administrative activities, the following shall serve as the University of Basel contact: mobility@unibas.ch.

Virginia Tech: Administration of this agreement is housed in the Office of Outreach and International Affairs at Virginia Tech. Such functions are under the direct responsibility of the Vice President, Guru Ghosh. Academic responsibilities are housed in the College of Liberal Arts and Human Sciences. Correspondence regarding these matters should be directed to:

Virginia Tech Administrative Management
Mr. Ian Leuschner
Director, International Support Services
Office of International Affairs (0378)
526 Prices Fork Road
Virginia Tech
Blacksburg, VA 24061
USA
phone: 540-231-3736
e-mail: ileuschner@vt.edu
http://www.oired.vt.edu/

Virginia Tech Academic Management
Dr. Joseph Eska
Department Chair
Department of English (0112)
303 Shanks Hall
Virginia Tech
Blacksburg, VA 24061
USA
phone: 540-231-8466
e-mail: eska@vt.edu
http://www.english.vt.edu/

For purposes of day-to-day management of the program, nomination of participants, and other administrative activities, the following shall serve as the Virginia Tech contact: ileuschner@vt.edu.