**UNIVERSITY NAME,**

represented by XXX, address, country

and

**TECHNISCHE UNIVERSITÄT DORTMUND**

**(TU Dortmund University),**

represented by the President Prof. Dr. Manfred Bayer,

August-Schmidt-Strasse 4, 44227 Dortmund, GERMANY

declare their intention to continue their scientific and cultural cooperation and enter into the following agreement.

# I. Object/Purpose/Aim

**Article 1**

In furtherance of their mutual interests and as a contribution to an increased scientific cooperation, the partners express their will to establish and foster cooperation between the two universities. The nature, the conditions, and the means of cooperation shall be determined through mutual agreement in cases not covered by the following articles.

# Article 2

The two institutions will further scientific and cultural cooperation within the respective legal, financial and administrative constraints by means of

* exchange of information and publications of mutual interest,
* exchange of teaching and research staff,
* exchange of students and trainees,
* cooperation in research,
* organisation of joint seminars, workshops, and conferences,
* cooperation in developing studies and teaching.

**II. Realisation**

**Article 3**

This agreement will be supplemented by a joint one-year program. This program will cover all details of implementation of the measures mentioned under Article 2; it will be jointly formulated and approved in advance.

# Article 4

Both institutions will nominate a member of their permanent faculty staff as the representative for the agreement on cooperation. This person will be responsible for all measures to be undertaken under this agreement; above all, for the formulation and implementation of the program. The representatives will report annually to XXX of the University of XXX and the President of TU Dortmund University on the achievements and the progress of the cooperation.

# Article 5

Both institutions will endeavour to secure financial support for the implementation of the program of cooperation from national and international institutions. In this respect it is assumed that travel costs will normally be paid by the travelling party, while residential costs will be considered on a case by case basis.

# Article 6

Any exchange of students and staff members must be approved by the host institution in advance. The departments involved will support such exchange, so far as it is legally and financially practicable, in order to make each stay successful within the program of cooperation.

Exchange of undergraduate and postgraduate students may normally take place for a period up to one academic year. The academic standing of such students shall be determined by the host institution.

Tuitions and other fees, where applicable, shall be paid directly to the student’s home institution. At TU Dortmund University all students will be responsible for the “Semesterbeitrag”, a mandatory contribution including exclusively social services for the benefit of the students and a ticket for public transport in the region. This contribution is managed by the “Studierendenschaft” (student body) and the “Studierendenwerk” (student services organisation).

The student’s home institution ensures through appropriate measures that the academic work carried out by the student during the period of the exchange receives full accreditation.

Admission to a specific department or course is subject only to the student being satisfactorily qualified for the chosen area of study and to the availability of resources in the period for which admission is sought. Proposals for student exchanges must be made in accordance with the normal application deadlines.

# Article 7

Students at postgraduate and doctoral level of either university who wish to undertake a short term non degree program or field work/research work at the other university will be assisted by the host institution regarding any necessary documents, accommodation, office space, access to library and laboratory facilities, provided the program is accepted by the home institution and by at least one supervisor from each institution. The student should have additional funding for accommodation, daily living, health insurance, books etc.

# Article 8

Academic members of staff and other research personnel may be exchanged for periods not exceeding one academic year. The home institution will undertake to continue to pay the salary of the participant. The host institution will in particular assist in the renting of appropriate housing and supply an adequate work environment, access to library and technical facilities as appropriate. All other financial arrangements will be made in accordance with Article 5.

# III. Period of Validity

# Article 9

This agreement is valid for XXX years. A termination prior to the agreed expiry date can occur if either of the parties gives notice in writing at least 6 (six) months before the end of a calendar year. The institutions shall discuss and determine renewal of this agreement at least 6 (six) months prior to its date of termination. The extension of the university agreement has to be declared by means of a written declaration from both institutions.

**Article 10**

This agreement, after having received the formal approval of the responsible bodies, comes into force on the day of its signing. Both the English and the German texts are equally valid.

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|  |  | Dortmund, |
| Place, date |  | Place, date |
|  |  |  |
| For XXX |  | For TU Dortmund University |
|  |  |  |
| XXX |  | Prof. Dr. Manfred Bayer  President |