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STUDENT EXCHANGE AGREEMENT

UNIVERSITI TUNKU ABDUL RAHMAN, MALAYSIA

AND

UNIVERSITAS MUHAMMADIYAH SIDOARJO , INDONESIA

07th JUNE 2023

Pursuant to the Memorandum of Understanding signed on 9th September, 2022 between Universiti Tunku Abdul Rahman (hereinafter referred to as “UTAR”) and Universitas Muhammadiyah Sidoarjo (hereinafter referred to as “UMSIDA”), the parties hereby elect to enter into a Student Exchange Agreement (hereinafter referred to as “SEA”) to facilitate and enhance academic cooperation between both universities.

UTAR and Universitas Muhammadiyah Sidoarjo have reached the following agreement to facilitate and enhance this SEA.

1. Scope

This SEA shall be applicable for the exchange of undergraduate and postgraduate students of both universities.

2. Duration

This SEA shall be effective for three (3) years from the date of signing and may be extended upon mutual agreement thereafter.

3. Number of Exchange Students

- 3.1 UTAR and Universitas Muhammadiyah Sidoarjo hereby agree to exchange students for the length of one semester or up to one academic year.
- 3.2 The exchange programme shall begin with five (5) students for one semester in a year.
- 3.3 The number of students to be exchanged per semester or annum shall be approximately equal and minor imbalances shall be adjusted upon mutual agreement between both universities.

4. Admission Requirements

- 4.1 The home university shall submit to the host university, applications for those exchange students with the appropriate admission criteria for selection and endorsement by the host university at least three (3) months prior to the beginning of the following academic year.
- 4.2 Prior to the application, the coordinator of the home university shall contact the counterpart of the host university to determine the courses to be undertaken by the exchange students, granting of credits, term of enrollment and advising (or supervising) university faculty members for the applicants.
- 4.3 Final selection and approval shall be made by host university based on its own policy regarding exchange student admission criteria and selection processes.

5. Enrollment Status

Exchange students shall be registered as inbound students, however, the exchange students shall enjoy the same rights and duties as fulltime students of the host university.

6. Compliance of Rules

- 6.1 Exchange students shall be subjected to all regulations, rules and standards of academic performance and personal conduct of students at the host university and that of the host country.
- 6.2 Exchange students who violate any such regulations, rules or standards are subjected to expulsion from the student exchange programme.
- 6.3 If the exchange student is expelled, he/she must immediately return to his /her home country and/or otherwise be self-responsible for whatever consequences for any delay in returning to home country.
- 6.4 The expulsion shall not abrogate this SEA or arrangements regarding other exchange students.

7. Academic Achievements & Recognition

- 7.1 Academic achievements at the host university shall be recognized by the home university according to the latter's standards and procedures.
- 7.2 Specifics of each exchange student's course of study must be clarified and mutually agreed upon by both universities before the beginning of the student's exchange experience.
- 7.3 It shall be the responsibility of each exchange student to obtain pre-approval from his/her home university for the course of study and credit transfer (if any) to be undertaken at the host university.

8. Academic Transcripts

Upon the request of the exchange students, the host university shall send directly to the home university the final transcript describing the exchange student's academic performance.

9. Responsibilities of the Exchange Student

9.1 Tuition Fees

9.1.1 As stated in clause 3.2, the host university can host up to five (5) exchange students one semester in a year. Each exchange student

shall pay regular tuition fees to his/her own university directly during the period of the exchange programme.

9.1.2 The host university shall charge no additional tuition fees. However, the exchange students may be required to pay any other fees applicable upon request by the host university and agreed by the home university.

9.1.3 In the event that there are more than five (5) students wishes to join the host university, the host university may charge the students tuition fees, as per rate that the host university charge its local students.

9.2 Exchange Programme Expenses

9.2.1 Round trip flight travel expenses, living expenses, costs of accommodation, books, transportation, visas, medical insurance, etc. shall be borne entirely by the exchange students.

9.2.2 The International Affairs Office of both universities shall assist the exchange students accordingly.

9.3 Medical Expenses

Exchange students are required to obtain and maintain the relevant health and/or hospitalisation insurance policies in compliance with the requirements of the host university and/or the requirements of the Ministry of Education of the host country.

9.4 Visa

9.4.1 Exchange students shall be responsible for obtaining any necessary visas and/or otherwise complying with all immigration laws and regulations of the host country.

9.4.2 The host university shall assist in such efforts, but shall not have any responsibility to assure the granting of any visas, permits or approvals.

10. Amendment

10.1 Amendments to this Agreement may be made at any time by written correspondence and only when agreed upon by both universities.

10.2 Any amendments shall be added to the terms herein as appendices.

11. Review

UTAR and Universitas Muhammadiyah Sidoarjo shall carry out a review of this SEA six (6) months prior to its expiration to decide whether or not to renew this SEA.

12. Termination

12.1 Either university may terminate this SEA by giving the other party no less than three (3) months advance written notice.

12.2 Where such termination occurs, the provisions of this SEA and the appendices shall continue to apply to on-going exchange programme until its completion.

13. Dispute Resolution

Any difficulties or problems that may arise in administering this SEA shall be resolved by the coordinators of the respective universities in mutual consultation.

UTAR Coordinator
Assoc. Prof. Dr. Lai Soon Onn
Director,
Division of Community and
International Networking

UMSIDA Coordinator
[Isna Fitria Agustina, M.Si]
[Director]
Department of Corporation and
International Affairs

14. Electronic Signatures

Each party agrees that this MOU and any other documents to be delivered in connection herewith may be electronically signed, and that any electronic signatures appearing on this MOU or such other documents are the same as handwritten signatures for the purposes of validity, enforceability, and admissibility.

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IN WITNESS WHEREOF the parties here to have their authorised representatives hereto set their hands the date and year first above mentioned.


Signed by:



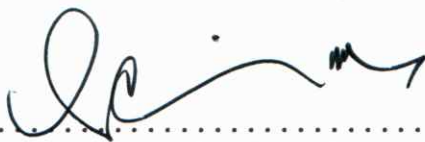
.....
IR. PROF. DR. EWE HONG TAT
President
Universiti Tunku Abdul Rahman

Signed by:



.....
[DR. HIDAYATULLOH, M.SI] 
[RECTOR]
Universitas Muhammadiyah Sidoarjo


In the presence of:



.....
IR. PROF. DR. GOI BOK MIN
Vice President
(Internationalisation and Academic
Development)
Universiti Tunku Abdul Rahman

In the presence of:



.....
[POPPY FEBRIANA, M.MED.KOM] 
[DEAN]
FACULTY OF BUSINESS, LAW DAN SOCIAL
SCIENCES
Universitas Muhammadiyah Sidoarjo