



ARISTOTLE
UNIVERSITY OF
THESSALONIKI

**INTERNATIONAL INSTITUTION-TO-INSTITUTION
MEMORANDUM OF UNDERSTANDING**

**between
ARISTOTLE UNIVERSITY OF THESSALONIKI, (GREECE)
and
THE UNIVERSITY OF CENTRAL OKLAHOMA, Edmond, Oklahoma (USA)**

**TO CREATE FACULTY AND STUDENT EXCHANGES AND A UCO SCHOLARSHIP PROGRAM FOR
ARISTOTLE UNIVERSITY OF THESSALONIKI STUDENTS
and
TO ENCOURAGE ADDITIONAL LINKAGES BETWEEN THE INSTITUTIONS**

Date

- Whereas**, Aristotle University of Thessaloniki (hereafter referred to as AUTH) wishes to send students to study at the University of Central Oklahoma, Edmond, Oklahoma, USA (hereinafter referred to as UCO), and,
Whereas, AUTH wishes to explore additional linkages with UCO, and
Whereas, UCO wishes to accept students from AUTH and
Whereas, UCO wishes to explore additional linkages with AUTH, therefore

AUTH and UCO agree to the following provisions.

I. DEFINITIONS

- (A) Home University means the university which, in the case of staff, is the regular employer of the participating teaching staff or in the case of students the university from which students originate and from which they intend to graduate.
(B) Host University means the university which has agreed to host the exchange and scholarship participants.

II. TERMS FOR THE TEACHING STAFF EXCHANGE PROGRAM

- (A) Teaching staff exchange may be negotiated by either Party according to the appropriate institutional procedures (including relevant collective agreements and insurance requirements).

- (B) The number, timing and duration of the teaching staff exchange mobility may vary according to the needs of each particular proposal.
- (C) Reasonable efforts will be made to involve equal numbers of teaching staff members from UV and UCO in the Exchange Program over the valid period of the General Agreement on Cooperation.
- (D) The Host University will not bear any financial responsibility for visiting teaching staff, except as may be arranged and explicitly documented for specific cases.
- (E) Participating exchange teaching staff will submit a report on the experience to both Parties upon completion.
- (F) The Host University will make reasonable efforts to provide information and advice regarding matters which may enhance the exchange experience for the participating teaching staff, such as campus facilities, housing options, and visa requirements.

III. TERMS FOR THE STUDENT EXCHANGE PROGRAM

(A) Home and Host Universities Responsibilities.

- (1) The Home and Host Universities will ensure that the number of exchange students from each institution participating in this Exchange Program will not exceed two candidates per institution per academic year (for either a semester or a full academic year stay abroad). However, the number of the participating exchange students may be increased by mutual agreement of the Parties.
- (2) The Home and Host Universities will ensure that the number of exchange students from each institution participating in this Exchange Program will balance annually within two students. At no time will the current total imbalance between universities exceed two students. Because they are limited in number, these scholarships may be used as rewards for top performing students.
- (3) When graduate students are involved in research, the Home and Host Universities will determine ownership of intellectual property (at the outset of the project conducted as part of thesis research).
- (4) The Home and Host Universities will appoint coordinators responsible for the development and conduct of the Exchange Program.

(B) Home University Responsibilities

- (1) The Home University will ensure that the program is open to both undergraduate and graduate students.
- (2) The Home University will nominate appropriate students for study at the Host University.
- (3) The Home University will not bear any financial responsibility for incoming exchange students except as may be arranged and explicitly documented for specific cases.

(C) Host University Responsibilities

- (1) The Host University will admit students from the Home University in accordance with its standard procedures.
- (2) The Host University will assist students in locating suitable accommodation, will offer campus orientation, and will provide advice regarding matters which may enhance the exchange experience.
- (3) At the end of each semester or academic year (or upon request), the Host University will send to the Home University an official transcript of the academic achievement of each incoming exchange student.
- (4) The Host University will not bear any financial responsibility for incoming exchange students except as may be arranged and explicitly documented for specific cases.

(D) Exchange Student Responsibilities

- (1) Exchange students will remain registered at their Home University throughout the period of their exchange.
- (2) Exchange students will meet the language proficiency requirements demanded by the Host University (and, accordingly, each Home University will be responsible for carrying out any language examination for this purpose prior to the beginning of the exchange period).

- (3) The exchange students' proposed program of studies at the Host University must be approved by both the Home University and the Host University prior to the exchange period.
- (4) Exchange students will be free to choose courses from the full range of undergraduate and graduate programs available at the Host University (as long as these incoming students meet the individual program prerequisites and space is available).
- (5) Exchange Program participants will be bound by the rules and regulations of the Host University and the laws of the host country while on the exchange. Exchange students will gain no special preferences or privileges from their participation in the Exchange Program.
- (6) Exchange students will register as full-time students at the Host University for either one semester (fall or spring) or a maximum of one full academic year (fall and spring semesters);
- (7) Exchange Program students will only pay tuition, and/or enrollment fees at their Home University. Exchange students will not pay any tuition, institutional, application or enrollment fees at the Host University.
- (8) Exchange students will be expected to pay for all personal expenses, including (but not limited to) transportation, accommodation, meals, books, visas, health/accident insurance and entertainment.
- (9) Exchange students will be responsible for obtaining adequate travel, health/accident insurance coverage as requested by the Host University.

IV. TERMS FOR THE UCO INTERNATONAL SCHOLARSHIP PROGRAM

(A) AUTH Responsibilities.

- (1) Selection of Students. Under the provisions listed below, AUTH will select a maximum of five (5) students for a maximum of 10 semesters at UCO for each academic year. Selected students may be at the undergraduate and/or graduate level.
- (2) Evaluation of Students. AUTH will evaluate these students to determine that they have, in the opinion of AUTH the academic background and language skills to enable them to benefit from participation in regular university classes at UCO. This includes meeting UCO's minimum published requirements for academic achievement and for English-language skills, the latter equivalent to traditional TOEFL scores of 500 for undergraduates and 550 for graduate students.
- (3) Nomination of the Students. AUTH will forward the names and credentials of the selected students to UCO.

(B) UCO Responsibilities

- (1) Admissions. Under the provisions listed above, UCO agrees to accept these AUTH students as full-time, non-degree-seeking UCO students, except that UCO reserves the right to decline to admit any student in accordance with its usual practices.
- (2) Scholarships for Students Enrolling in Twelve (12) U.S. Credit Hours. UCO agrees to provide each of these admitted students with a \$1,250.00 scholarship for one semester or a \$2,500.00 scholarship for two semesters. These scholarships, which are applied to the students' academic tuition and fees, are limited to one academic year per student.
- (3) Scholarships for Students Enrolling in Fifteen (15) U.S. Credit Hours. UCO agrees to provide each of these admitted students with a \$1,500.00 scholarship for one semester or a \$3,000.00 scholarship for two semesters. Students may enroll in additional credit hours but must pay the added costs for these credit hours. These scholarships, which are applied to the students' academic tuition and fees, are limited to one academic year per student.
- (4) Information and Guidance. The UCO International Student Services Office will assist the students in completing the visa, admission application, and enrollment processes.
- (5) Reporting. Following each term of enrollment, UCO will provide an official copy of the participating students' academic transcripts to the designated office at AUTH.

(C) Student Responsibilities.

(1) All obligations applicable to students under the above exchange program are also applicable under the scholarship program, except Section III.D.7, which does not apply to scholarship students.

(2) In addition, Scholarship Students have the following responsibilities:

(a) Extended Enrollment. Scholarship Students wishing to continue enrollment at UCO after their scholarship periods must have the permission of AUTH

(b) Housing and Meals. Scholarship Students are required to live in UCO housing and to purchase UCO meal plans.

V. ADDITIONAL LINKAGES

Both AUTH and UCO agree to continue discussions on possible additional linkages.

VI. ENACTMENT, RENEWAL, AND TERMINATION

(1) This agreement will take effect when signed by both parties. It will continue thereafter, for a period of three years from the most-recent signature date below, subject to revision or modification by mutual agreement or until terminated by either of the parties.

(2) Either institution may give notice of intention to terminate participation. Such notice shall be given in writing at least six (6) months before the beginning of the academic year in which it will take effect and the agreement will terminate at that point.

(3) This agreement carries no financial implications for the signatory institutions, except as specifically outlined in this document.

(4) It is understood that this agreement in no way supersedes any other agreement that either institution may have with other universities or academic organizations.

VII. COORDINATION

The Aristotle University of Thessaloniki and the University of Central Oklahoma designate the following officers to coordinate the program. These individuals and/or their designees will serve as liaisons between the two institutions.

For AUTH:

Mrs. Helen Bahtsavanopoulou-Kotsaki,
Head
International Relations Office
Aristotle University of Thessaloniki
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For UCO:

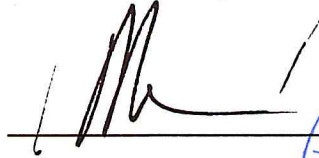
Dr. Dennis Dunham, Director
Office of International Student Services
University of Central Oklahoma
100 N. University Drive
Edmond, Oklahoma 73034 U.S.A.
Telephone: 1 (405) 974-2390
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Email: ddunham1@uco.edu

8. APPROVALS

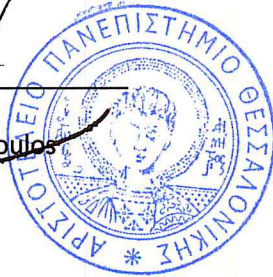
The agreement is executed in duplicate copies, each of which shall be deemed as the original.

Signed for:

Aristotle University of Thessaloniki



Professor Yannis Mylopoulos
Rector



18 Jan. 2012

Date

Signed for:

University of Central Oklahoma



Dr. William J. Radke
Provost and Vice President of Academic Affairs

19 Jan 2012

Date