



Student Exchange Agreement Terms and Conditions

In these Terms and Conditions:

Agreement means the Student Exchange Agreement between the parties which consists of these Terms and Conditions and the Schedule.

Schedule means the Student Exchange Agreement Schedule form executed by the parties and attached to these Terms and Conditions.

Home Institution means a party that sends its students to the other party for student exchange under this Agreement.

Host Institution means a party that hosts students sent on exchange from the other party under this Agreement.

1. Student exchanges under this Agreement will be administered by liaison between the parties' representatives set out in the Schedule.
2. Students may be exchanged between the faculties / schools / departments or institutes of the parties listed in the Details.
3. To be eligible to take part in a student exchange students must:
 - a) be genuine in their intent to study at the Host Institution;
 - b) apply to and be nominated by their Home Institution;
 - c) meet the admission requirements for the Host Institution set out in the Details;
 - d) be required to enrol in subjects/modules that meet the load requirements of the Host Institution as set out in the Details.
4. The Home Institution will forward all applications and supporting documentation of students that it nominates for student exchange to the Host Institution.
5. The Host Institution retains the right to accept or reject a student based on its admission and selection requirements.
6. The parties will liaise to determine the number of student exchanges to occur each year under this Agreement and will use their best efforts to achieve equality in the number of student exchange places provided by each party, with a variance of no more than four over a three year period.
7. For the purpose of clause 6 each student exchange place is equal to one student attending the Host Institution for a full academic year or two students for one semester each. Each party's academic year details are set out in the Details.

Status of Exchange Students

8. All exchange students will remain enrolled at their Home Institution and will be enrolled at the Host Institution as non-award / non degree seeking students.
9. While on exchange students will pay normal tuition fees at their Home Institution (unless exempted) and will not be charged tuition fees by the Host Institution.
10. Exchange students will normally have the same privileges provided to full-time students of the

11. Credit towards the student's course for studies undertaken at the Host Institution is to be awarded by the Home Institution.

Responsibilities of Home Institution

12. The Home Institution will:

- a) provide advice and assistance to students considering taking part in a student exchange with the Host Institution and ensure that all relevant information provided by the Host Institution is available to those students;
- b) recruit and nominate students to be exchanged;
- c) process all completed applications in an efficient and timely manner;
- d) ensure that students are aware of each of the matters in **clauses 14 to 17**.

Responsibilities of Host Institution

13. The Host Institution will:

- a) Provide the Home Institution with all relevant and accurate information regarding student exchange at the Host Institution including material relating to:
 - the campus;
 - course details;
 - accommodation options;
 - the local environment;
 - health insurance requirements;
 - visa requirements.
- b) Provide the Home Institution with promotional information or material such as posters, high resolution photos, video clips etc to enable the Home Institution to promote student exchange at the Host Institution;
- c) Process all completed applications received from the Home Institution in an efficient and timely manner;
- d) Where applicable, provide the necessary documentation to enable exchange students to obtain student visas;
- e) Ensure that adequate arrangements are made for the reception and orientation of exchange students;
- f) Ensure that students are provided with copies of or access to all relevant legislation, policies and procedures of the Host Institution;
- g) Assist in the arrangement of accommodation for exchange students;
- h) Provide official transcripts of results for each exchange student to the office / officer nominated by the other party in the Schedule.

Student Responsibilities

14. Students on exchange will be required to abide by the legislation, policies and procedures of the Host Institution and the Home Institution.

15. Students on exchange must abide by the conditions of their visa.

16. Students on exchange will be responsible for arranging and meeting the costs of:

- passports and visas;
- transportation to and from the Host Institution;
- extra-curricular activities;
- accommodation and living;
- travel and health insurance as necessary;
- textbooks and other learning aids;
- club / society memberships and use of specialist sporting facilities.

17. On completion of the period of exchange at the Host Institution, exchange students must return to their Home Institution. Any extension of the period of exchange must be agreed between the student, the Host Institution and the Home Institution and the student will be responsible for obtaining any necessary visa extension or other required government or regulatory authorisation.

Prohibitions

18. The parties will not:

- a) participate in false or misleading advertising or promotional practices about the other party;
- b) use, or permit any person or entity to use the name or logo (or any variation of the name or logo) of the other party without first obtaining prior written consent;
- c) offer to students any guarantee of admission or make any representations about the other party;
- d) make any false or misleading comparisons with other education providers and their courses;
- e) make any inaccurate claims of association with other education providers; or
- f) give inaccurate information to prospective students about fees and charges payable.

Miscellaneous

19. This Agreement will come in to effect on the start date in the Schedule and will continue until the expiry date in the Schedule unless it is terminated earlier by either party in accordance with **clause 20**. Any amendment to this Agreement must be agreed in writing and signed by the parties.

20. Either party may terminate this Agreement:

- a) at any time by giving the other party not less than [3] months' written notice of termination;
- b) immediately if the other party is in breach of any term of this Agreement and fails to remedy the breach within 30 days of being requested in writing to do so; or
- c) immediately if the parties cannot agree on amendments required for a party to meet any new or amended legal or regulatory obligations.

respect of such students as specified in this Agreement will continue until the student exchange is completed.

22. If there is any inconsistency between these Terms and Conditions and the Schedule, the Schedule will prevail.

23. If the parties have agreed to sign an English version and a foreign language version of this Agreement and there is an inconsistency between the versions the English language version will prevail.

24. This Agreement constitutes the entire agreement between the parties as to its subject matter and supersedes all prior agreements between the parties in relation to that subject matter.

25. Each party shall comply with the requirements of the Data Protection Act 2018 ("DPA") and the General Data Protection Regulation ("GDPR") or its own local data protection legislation in carrying out its obligations in connection with this Agreement and shall only process data for the purposes of this Agreement.

26. In the event of a dispute, this Agreement shall be governed by and construed in accordance with the laws of the defending party's country and in the courts of the defending party's country.

27. Any difference or dispute arising from the interpretation, implementation or application of the provisions of this agreement will be settled amicably by mutual consultation or negotiation between the parties without reference to any third party or international tribunal.

Student Exchange Agreement Schedule

This **Student Exchange Agreement Schedule** is to be read together with and subject to the attached **Student Exchange Agreement Terms and Conditions**.

Parties:	Aristotle University of Thessaloniki Thessaloniki 54 124 GREECE
	University of Worcester Henwick Grove Worcester WR2 6AJ UK (UW)
Main contact's details	AUTH Dimitra Mentekidou Head of International Relations Office Aristotle University of Thessaloniki Thessaloniki 54 124 GREECE Internat-rel@auth.gr
	UW Cristina Muradore Head of International Experience University of Worcester Worcester WR2 6AJ c.muradore@worc.ac.uk
Website	https://www.auth.gr/ www.worcester.ac.uk
Start date of agreement	February 15, 2024

Expiry date of agreement	February 15, 2029
Institutes, faculties, departments or schools	<p>Students may be exchanged between the following institutes/faculties/departments/schools of the parties:</p> <ul style="list-style-type: none"> • School of English • School of Psychology • School of History and Archaeology • School of Economics • School of Physical Education and Sport Science • School of Biology • School of Medicine • School of Law • School of Drama • School of Film • School of Journalism & Mass Communications • School of Visual and Applied Arts <hr/> <p>UW School of Arts (Art, Design, Theatre, Film, Journalism) School of Humanities School of Sport and Exercise Science School of Psychology Worcester Business School School of Science and Environment</p>
Admission requirements	<p>AUTH</p> <p>A. General Admission Requirements Candidates for student exchange at AUTH must:</p> <ul style="list-style-type: none"> • normally have completed at least one year of full-time university study at the time of entry to AUTH; and • be in good academic standing, holding at least a 7.5 grade point average on a 10.0 scale. <p>B. Language Proficiency Candidates for the student exchange program at University of Worcester must satisfy AUTH's language proficiency requirements as follows:</p> <ul style="list-style-type: none"> • Students should have a proficiency in English that is equivalent to B2 level on the Common European Framework of Reference for Languages (CEFR):

	<p>UW</p> <p>A. General Admission Requirements Candidates for student exchange at UW must:</p> <ul style="list-style-type: none"> • normally have completed at least 1 year of full-time university study at the time of entry to UW; and • be in good academic standing, holding at least a 2.8 grade point average on a 4.0 scale or an overall C average or equivalent. <p>B. Language Proficiency</p> <p>To follow modules at the University of Worcester it is strongly recommended that students have a proficiency in English that is equivalent to B2 level on the Common European Framework of Reference for Languages (CEFR): http://www.coe.int/t/dg4/linguistic/Cadre1_en.asp</p> <p>Students coming for 6 months or less on a Visitor Visa do not need external proof of language level; students coming for a full year exchange will normally need to apply for a Student Route visa and provide suitable proof of English language level equivalent to B2. Our International Student Advisors can give further guidance: isa@worc.ac.uk</p>
Load requirements	<p>AUTH Students on exchange at AUTH would normally enrol on the equivalent of 60 ECTS per academic year or 30 ECTS per semester. The amount of ECTS per course depends on the respective department.</p> <p>UW Students on exchange at UW would normally enrol on the equivalent of 120 credits / 60 ECTS per academic year or 60 credits/30 ECTS per semester. Modules are normally worth either 15 credits/7.5 ECTS or 30 credits/15 ECTS.</p>
Academic Year details	<p>AUTH's academic year starts on September 1 every year and ends on August 31 of the following year. The educational work of every academic year is organized in two semesters, the fall semester and the spring semester, each of which comprises 13 weeks of teaching and two or three weeks of exams.</p> <p>Fall semester courses start in the last week of September and end in late January, followed by the first exam period of the fall semester.</p> <p>Spring semester courses start in mid February and end at the end of May, followed by the first exam period of the spring semester.</p> <p>Exact dates are determined by the University Senate</p>

	<p>For more information: https://www.auth.gr/en/academic-calendar-en/</p>
	<p>UW The undergraduate academic year at the University of Worcester starts in the last week of September and lasts approximately 10 months. The undergraduate academic year is split into 2 semesters (Semester 1 and Semester 2). Each semester is approximately 5 months. Semester 2 normally starts in the first week of February. We are able to accept nominations for student mobility periods of either 5 or 10 months.</p>
Provision of transcripts	<p>AUTH All Transcripts of Records, according to the programme's guidelines, will be sent by e-mail within approximately 5 weeks of the student's completion of all modules. Incoming transcripts should be emailed to internat-rel@auth.gr.</p>
	<p>UW The International Mobility Coordinator will dispatch 2 copies of the official transcript (one for the University, one for the student) within approximately 5 weeks of the student's completion of all modules. Incoming transcripts should be emailed to c.muradore@worc.ac.uk</p>
Accommodation	<p>AUTH The Aristotle University does not offer accommodation on campus. Foreign students coming to AUTH should find accommodation privately. The international Relations Department (internat-rel@auth.gr) can provide assistance).</p>
	<p>UW Information regarding accommodation options will be detailed in each student's acceptance letter. Information on the range of on campus accommodation provided by the University of Worcester may be found here: http://www.worc.ac.uk/your-home/living-in-halls.html</p>
Visa requirements and assistance	<p>The sending and receiving institutions will provide assistance and information, when required, in securing visas for incoming and outbound mobile participants. Information and assistance can be provided by the following contact points and information sources:</p>
	<p>AUTH Department of International Relations: internat-rel@auth.gr</p>
	<p>UW International Student Advisors: isa@worc.ac.uk</p>

Disabilities and Special Educational Needs	<p>AUTH</p> <p>The Aristotle University is able to receive students with disabilities. Individual needs should be discussed before each nomination and written evidence provided. More info: https://studentaid.auth.gr/ Contact: Email: studentcare@auth.gr Phone number: +30 2310999888</p> <p>UW</p> <p>The University of Worcester is able to receive students with disabilities. Individual needs should be discussed before each nomination and written evidence provided. http://www.worcester.ac.uk/student-services/disability-and-dyslexia.htm</p>
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By executing below, the parties agree to be bound by these Student Exchange Agreement Details and the attached Student Exchange Agreement Terms and Conditions.

Signed for and on behalf of AUTH by
Professor Apostolos Apostolidis,
Acting Rector

Signed for and on behalf of University
of Worcester by Jane Britton, Pro Vice
Chancellor for Communication and
External Affairs



Signature of Acting Rector
Professor Apostolos Apostolidis



Signature of authorised officer
Jane Britton

Date: 2.2.2024

Date: 12/02/2024