



**AGREEMENT FOR EXCHANGE OF STUDENTS AND FACULTY MEMBERS**

between

**WILLIAM PATERSON UNIVERSITY OF NEW JERSEY**

**Wayne, New Jersey, USA**

and

**ARTEVELDE UNIVERSITY COLLEGE GHENT, BACHELOR OF SECONDARY EDUCATION  
Ghent, Belgium.**

**October 2013**

**1. Purpose**

In the awareness that the quality of their teaching and research is strengthened by the establishment of international cooperation links, William Paterson University of New Jersey and Artevelde University College Ghent wish to enter into exchanges.

**2. Objectives**

The general objective of the Agreement is long-term educational collaboration in fields which are compatible with the orientation of each institution.

**3. Manner of Implementation**

The Collaboration proposed by this Agreement will be implemented by:

- a) Exchanging students and faculty members,
- b) Exchanging scholarly and pedagogical materials,
- c) Coordinating research programs.

**4. Student Exchange**

x

- a) It is anticipated that each year a maximum of 5 students per semester from each university will participate in the exchange. The proposed number of students can be expanded, but should in any case be balanced in a period of five years.
- b) Students from both universities will register in their university of origin, but will enjoy all the privileges accorded to students at the host institution.
- c) Students from universities must have their course selections approved by their home department and appropriate academic authority in order to obtain transfer of credit toward their degrees.
- d) The possibility of virtual student exchanges and collaboration will be explored.
- e) Students will be subject to the rules and procedures specified by the Host Institution for the semester or academic year in which they are enrolled at the Host Institution. If in the course of student's studies, a student is found to be unable to carry the academic program or behaves in a way detrimental to fellow students, the Host Institution reserves the right to modify the student's program and/or dismiss the student from the program. Any expense incurred by the student in regard to program modification and/or dismissal shall be borne by the student.

**5. Faculty collaboration**

**A. Exchange of Faculty**

- a) Each university reserves the right to approve the candidates and faculty proposed for the exchange by the other university.
- b) Each university will maintain the salary and benefits of its own faculty members who participate in the exchange.
- c) Each institution will endeavor to raise funds for travel to the host institution for their faculty members wishing to participate in the exchange.
- d) Faculty will be subject to the rules, policies, and procedures specified by the Host Institution. In the event that faculty fails to follow the prescribed rules, policies, and/or procedures or engages in inappropriate behavior, the Host Institution reserves the right to modify the faculty's program and/or dismiss the faculty from the program. Any expense incurred by the faculty in regard to program modification and/or dismissal shall be borne by the faculty.

**B. Research**

To the extent possible, faculty at both institutions will engage in joint research around topics of mutual interest.

**C. Grant Writing**

To the extent possible, faculty at both institutions will seek joint funding to support mutual interests.

**6. Student fees**

Students will pay tuition fees and ancillary fees to the home university and will be responsible for their own travel, insurance, books and subsistence expenses including housing and meals while at the host institution.

**7. Program coordination**

Each university will name a program coordinator to ensure that the student and research proceed according to a reasonable schematic plan and to ensure that the terms of this exchange program are carried out. The coordinator will be responsible for the day-to-day operations of the program including providing information pertaining to cost associated with the program and courses to be offered, exchange student numbers, and compliance with university regulations and rules affecting the exchange. Each institution may name a successor to, or replacement of, its coordinator.

**8. Assistance to exchange participants**

Each institution agrees to accept visiting students and faculty members within the limitations of the agreement, and will:

- a) Assist visiting students and faculty members to find living accommodations and to become integrated into their new social environment, but such assistance shall not include financial assistance;
- b) Assist visiting students with academic advising and record maintenance pertaining to courses taken their institution;
- c) Assist visiting student with information about services such as banking, medical facilities, and campus resources;
- d) Provide secretarial services, telephone service, stationery and office space for visiting faculty members, comparable to the facilities provided for its own faculty members of similar rank.

**9. Insurance**

The institutions' party to this Agreement acknowledge that they do not provide visiting faculty members and students with medical or hospital or personal property insurance. Exchange students are responsible for contracting their own medical insurance in accordance with the policies of the host and home institutions. It is recommended that visiting faculty members or their home institution ensure that adequate provision for their needs is made in these areas. If necessary, the host institution will assist visiting faculty members and students in obtaining insurance as appropriate, but such assistance not include financial assistance.

**10. Duration and amendment of agreement**

This Agreement shall be in force and be binding upon the parties hereto through September 1, 2018. This Agreement may be amended prior to the expiration of the foregoing period only by mutual consent.

*d*

**11. Termination / review clause**

This Agreement will be subject to termination within 12 months advance notice on either side. A review will be initiated by both institutions at least 12 months prior to the expiration of this Agreement to ascertain if the program should be continued and if so, how it might be improved.

**12. Equal opportunity**

Both institutions subscribe to the policy of Equal Opportunity and will not discriminate on the basis of race, sex, age, ethnicity, religion or national origin. Both institutions shall abide by these principles in the administration of this Agreement and neither institution shall impose criteria for the exchange of faculty members or students which would violate the principles of non-discrimination.

**13. Indemnification**

William Paterson University shall be responsible for, and shall at its own expense, defend itself against any and all suits, claims, losses, demands or damages of whatsoever kind or nature, arising out of or in connection with any act or omission of the University, its employees, agents or contractors, in the performance of its obligations under this agreement.

Artevelde University College Ghent shall be responsible for, and shall at its own expense, defend itself against any and all suits, claims, losses, demands or damages of whatsoever kind or nature, arising out of or in connection with any act or omission of the University, its employees, agents or contractors, in the performance of its obligations under this agreement.

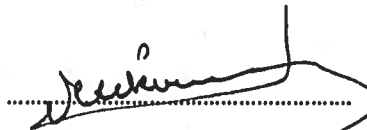
In witness whereof the parties hereto have set their corporate seals over the hands of the proper officers on ~~October~~ <sup>November</sup> 15, 2013.



Dr. Kathleen Waldron

President

William Paterson University



Prof. Dr. Johan Veeckman

General Manager

Arteveldehogeschool



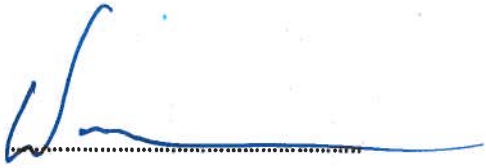
arteveldehogeschool  
UD VAN DE ASSOCIATIE UNIVERSITEIT GENT

Instellingsnr. : 116194

Hoogpoort 15 • B - 9000 Gent

BE 0474.120.360

T : 09/234 90 00 • F : 09/234 90 01



**Dr. Warren Sandmann**  
**Provost & Senior VP for Academic Affairs**  
**William Paterson University**



**Hilde Meysman**  
**Opleidingsdirecteur**  
**Arteveldehogeschool**  
**Dean**  
**Bachelor in het onderwijs: secundair onderwijs**  
**Arteveldehogeschool**



**Dr. Candace Burns**  
**Dean**  
**College of Education**  
**William Paterson University**