

GUIDELINES FOR A STUDENT EXCHANGE PROGRAM
BETWEEN ZHEJIANG UNIVERSITY OF TECHNOLOGY AND
WILLIAM PATERSON UNIVERSITY

COMMENCING FALL 2014

NUMBER OF STUDENTS AND THEIR MAJORS

Annually, Zhejiang University of Technology (ZJUT) and William Paterson University (WPU) will consult with each other to determine how many exchange students from ZJUT will attend WPU and their respective majors.

PERIOD OF ENROLLMENT

Exchange students will be enrolled as visiting students for the Fall or Spring semester for a possible total of one academic year placement. By definition an exchange student under this agreement is a visiting student at WPU seeking to complete a degree program at ZJUT.

ELIGIBILITY OF STUDENT APPLICANTS FOR THIS EXCHANGE PROGRAM

Students are required to have successfully completed at least one year of full-time study at ZJUT before applying to participate in the exchange program and to meet admissions requirements for visiting students at WPU.

ADMISSIONS, SELECTION, AND SCREENING BY WPU OF STUDENTS NOMINATED BY ZJUT

- a. WPU reserves the right to determine the final admission eligibility of each student nominated by ZJUT through its application process.
- b. The deadline for receipt of applications and required documents for Fall and Spring and/or full year will be announced by WPU prior to the end of the prior Spring semester.
- c. A complete set of application materials required by WPU including:
 - i. WPU non-degree ("visiting student") application forms;
 - ii. Official copies of the applicant's academic transcripts translated into English;
 - iii. Verification of the applicant's attainment of a satisfactory TOEFL score or IELTS score as reflected in the then current admissions requirements of WPU;
 - iv. Financial documentation and all visa related documentation to be submitted with the (electronic) application, including verification of health insurance coverage sufficient for the issuance of a J-1 visa;
 - v. Copies of all records of immunizations required for students to live on campus.

RESPONSIBILITIES OF WPU AFTER ADMISSION OF STUDENTS NOMINATED BY ZJUT

- a. WPU will provide all accepted students with formal letters of admission and other documents as may be required for establishing their student status for visa and other purposes.

- b. WPU will coordinate pre-arrival registration of ZJUT exchange students through its Office of International Student and Scholars.
- c. All relevant student services and facilities of WPU will be made available to exchange students the same as they are to WPU resident students.
- d. After students have completed the exchange, WPU will send the academic transcripts of each student to ZJUT.

ACCOMMODATIONS

- a. WPU will provide on-campus housing for exchange students; each exchange student will be solely responsible for all costs associated with these accommodations at the rate established by the Board of Trustees of William Paterson University.
- b. WPU will provide support services to help the exchange students to settle into the host environment in consultation with the Office of International Students and Scholars at WPU.

TUITION AND OTHER FEES

- a. Students will pay tuition and fees to William Paterson University at the prevailing out-of-state rate as established by the Board of Trustees of the University for the period of enrollment.
- b. Students will be responsible for paying for all books, supplies, and other personal expenditures while in residence.
- c. All personal expenses including round-trip international travel fees, all accommodation and housing fees, field trips and other special costs will be the personal responsibility of each exchange student. Students must make timely payment of all university fees.
- d. Any medical/health costs which the student incurs that are not covered by their insurance as required for the issuance of a J-1 visa must be paid by students themselves.

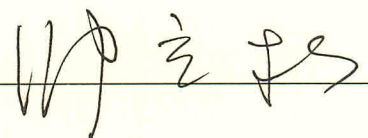
OTHER

Exchange students will be expected to abide by policies and regulations of WPU, and the laws and customs of local municipalities, the State of New Jersey, and the United States of America consistent with the requirements of a J-1 visa.

Kathleen Waldron
Kathleen Waldron

President
William Paterson University
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Date: October 19, 2013

Zhang Libin 

President
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Date: November 4, 2013

美国威廉帕特森大学和中国浙江工业大学

交换学生计划备忘录

2014 年秋季生效

学生数量和专业

每一年，浙江工业大学和威廉帕特森大学将互相商量协定交换生数量和相关专业。

入学期限

交换生将于秋季或春季作为访问学生身份入学，时间可达一学年。本协议下的交换生是指从浙江工业大学派出到威廉帕特森大学就读的访问学生，并申请浙江工业大学学位的访问学生。

交换生项目的申请条件

申请交换生项目的学生至少已经在浙江工业大学完成一学年的学习，并达到威廉帕特森大学访问学生的入学要求。

威廉帕特森大学对浙江工业大学提名学生的录取、挑选和筛选

- a. 对浙江工业大学通过其申请过程提名的每一个学生，威廉帕特森大学保有最后的录取决定权。
- b. 每一年春季或秋季入学申请的最后期限和相关文件将于前一年春季学期结束前公布。
- c. 威廉帕特森大学要求的申请材料包括：
 - i. 非学位学生申请表；
 - ii. 翻译成英文的官方成绩单；
 - iii. 符合当时威廉帕特森大学入学要求的托福或者雅思成绩；
 - iv. 财务证明文件和签证相关文件，包括获得 J1 签证的健康保险等；
 - v. 住校要求的所有疫苗注射证明。

威廉帕特森大学对入学后的交换生的责任

- a. 威廉帕特森大学将为录取学生提供正式的录取通知书，国际学生学者办公室将提供其他文件以供学生获得学生签证身份或其他。
- b. 威廉帕特森大学通过国际学生学者办公室协调浙江工业大学交换生到达前的注册事宜。
- c. 威廉帕特森大学所有学生服务和设施都将对交换生开放，与其他入校学生一样。
- d. 学生完成交换学期后，威廉帕特森大学会将学生的成绩单送到浙江工业大学。

住宿

- a. 威廉帕特森大学将为交换学生提供校内宿舍；每个学生将自负所有住宿费用，价格依据威廉帕特森董事会所批准的价格。
- b. 威廉帕特森大学将与国际学生学者办公室协商为交换生提供融入当地环境的帮助

学费和其他费用

- a. 学生学费将依据威廉帕特森大学外州学生收费标准，学费价格经由学校董事会批准。
- b. 学生将负责所有的书本，用品和其他住校期间的个人花销。
- c. 所有个人开销包括国际往返机票，住宿费，旅游和其他费用都有交换学生个人承担。交换生需要按时缴纳学费。
- d. 不在学生保险范围之内而 J1 签证要求的所有医疗健康花费也将由学生个人承担。

其他

交换生将遵循威廉帕特森大学的有关规章制度，遵守美国、新泽西及当地法律法规，和 J1 签证的相应要求。

Kathleen Waldron
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签署日期 October 19, 2013

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签署日期 November 4, 2013