

Student Exchange Agreement
between
The Australian-European Network (AEN)
and
The Utrecht Network (UN)

This agreement constitutes a continuation of the strengthening of the different existing initiatives between Australian and European countries.

The Australian-European Network (AEN) is a consortium of seven Australian universities (refer to Schedule A for list of members) and was established in 1999 to enable the mobility of students between the AEN and Utrecht Network (UN) universities. The UN is a consortium of thirty-two European universities (refer to Schedule A for list of members). The UN operates several programs of student mobility and exchange, both among member institutions and other consortia.

In the interests of expanding opportunities and furthering understanding, the AEN and UN agree to facilitate the educational exchange of undergraduate, postgraduate and PhD students between the networks.

Both networks agree to the following provisions:

General Policies and Procedures:

Exchange

The AEN-UN Student Exchange Program is a multi-lateral student exchange program between participating Australian and European educational institutions (refer to Schedule A).

Network Coordination

The coordinating institutions will maintain ongoing communications with each other and keep their member institutions informed of the status of the program via a nominated officer. One of the seven members within the AEN will act as the AEN Coordinator. Each member will hold the AEN Coordinator role for two years unless an extension is agreed to by all of the AEN members. The role will be rotated through the member institutions. One of the UN members will coordinate the exchange activities with the AEN.

The AEN Coordinator and the UN Coordinator for AEN will be responsible for:

- Coordinating the interaction between their member institutions and between the AEN and the UN;
- Directing initial applications from the other network institutions to the members of their own; and
- Directing initial applications from their own network institutions to the other network members.

The AEN Coordinator will be responsible for:

- Providing annual reports to members; and
- Maintaining and updating the AEN website: www.aen-online.com.

Once an AEN member or a UN member has accepted an initial application, it is the responsibility of the student exchange staff at that institution to finalise all arrangements with the partner institution in the AEN or UN.

Institution Coordinators

Each institution will provide the name and contact details of an officer (Institution Coordinators) who will be responsible for the coordination and administration of exchanges, including the counselling of the exchange participants.

Each Institution Coordinator agrees to provide information and material about academic offerings and requirements for exchange students to their respective Network Coordinator.

Participation

All members of both networks are eligible to participate in this agreement depending on the exchange places available.

Non-exclusivity

Participating AEN institutions may make separate bilateral exchange agreements with participating UN institutions. The AEN and UN Network Coordinators should be notified of such bilateral agreements.

Basic Terms

1. Student Numbers

The number of student semester places to be exchanged each year is determined by the participating institutions, in negotiation with and between the AEN and UN coordinators.

2. Balancing the Numbers

Each network will endeavour to send and receive equal numbers of student semesters annually. In case the number of student semesters in one year is not equal, the imbalance between the two networks should be rectified within three academic years.

3. Duration of Exchange

Exchanges will be for one or two semesters' duration. AEN students attending UN Summer School short courses will be recognised as equivalent to one academic semester on a ratio of three to one.

4. Nomination/Acceptance of Students

Each institute may nominate students for the exchange program, but each host institution reserves the right to decide on the admission of any student. Students participating in the exchange will be enrolled as non-degree students at the host institution.

5. Language

Each institution may apply its own language proficiency requirement and other standards for admission. These standards will be communicated to the exchange coordinators.

6. Governing Rules

Exchange students are subject to the same laws, rules and regulations (including, but not limited to, those of the respective institution, their governing boards, state and national governing bodies) as local students.

7. Spouses/Dependants

The obligations of each institution under this Agreement are limited to the exchange of students and do not extend to spouses or dependants. Expenses of accompanying spouses and dependants are responsibility of the exchange student.

8. Student Eligibility

It is understood that institutions will strive to designate only well-qualified individuals for participation in the program and that academic backgrounds as well as letters of recommendation will be provided to the host institution.

9. Course Advice and Offers

The host institutions will offer advice to exchange students in the selection of courses and programs and will attempt to place students in the courses requested to the extent they are available.

10. Academic Calendar

The academic calendar of the receiving institution is binding for incoming students.

11. Fees/Costs

Exchange students pay tuition fees at their home institution. Exchange students will be required to have medical insurance, of a type and amount acceptable to the host institution, the cost of which will be paid by the students. All international students enrolling at Australian universities are required to pay an Overseas Student Health Cover Charge (OSHC). Incoming students will not be charged the general students tuition fee, but may be charged for special fees, including, but not limited to, laboratory fees and key deposits, as appropriate. Round trip international travel, all room and board costs and all personal costs (books, travel in receiving country, clothing etc.) are the personal responsibility of each student.

12. Accommodation

The host institution agrees to assist in finding accommodation.

13. Funding

In the event that students receive any sources of funding from the host institution, the host institution agrees to notify the home institution immediately.

14. Academic status

All students remain enrolled at the home institution. The home and host institution agree to exchange transcripts of subjects, credits and grades. Credits towards the students' degrees are to be awarded by the home institution. Students are expected to maintain the equivalent of a full time course load at the host institution. The host institution will immediately notify the home institution of any changes in the academic status of the student. Following completion of studies, the host institution will send evaluation/documentation of performance in courses to the program coordinators at the students' home institution.

15. Compliance with the Australian Government Education Services for Overseas Students Act 2000

15.1 All members of the Australian European Network (AEN) acknowledge that Australian law requires providers of education and training courses to overseas students to be registered and sets out other requirements with which the AEN member universities and their representatives and collaborating universities have to comply. These are known as the Education Services for Overseas Students Act 2000 (ESOS Act) requirements and include obligations under the

National Code which is made under and forms part of the ESOS Act:

<https://www.comlaw.gov.au/Details/C2014C00350>

- 15.2 All members of the Utrecht Network (UN) have been made aware of the requirements of the ESOS Act and the National Code by the AEN and agree to comply with those requirements.
- 15.3 The UN universities agree to refer students, in any internal publications, to the AEN university members' websites as listed below for further information and shall include the relevant CRICOS provider number whenever it refers to that university.

Name of University	Website	CRICOS Provider Code
Deakin University	www.deakin.edu.au	00113B
Edith Cowan University	www.ecu.edu.au	00279B
Griffith University	www.griffith.edu.au	00233E
Macquarie University	www.mq.edu.au	00002J
University of Tasmania	www.utas.edu.au	00586B
University of Wollongong	www.uow.edu.au	00102E
Western Sydney University	www.westernsydney.edu.au	00917K

16. Privacy

The networks agree to abide by the obligations pursuant to the *Commonwealth National Privacy Principles (Australia)* to protect the privacy of any personal information they may collect from their students.

17. Effective Date and Termination of Agreement

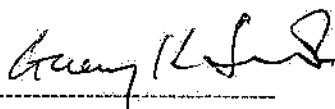
This agreement shall be effective for five years from the last date of signature. At least six (6) months prior to expiry of the agreement, the parties shall jointly review the terms of the agreement for the purpose of deciding whether or not to negotiate a new agreement. Notwithstanding this, either the AEN or UN may, by written notice to the other, terminate the agreement effective one year following the date of the notice, or sooner upon mutual written consent of the AEN and UN. Any such termination will allow students who are on exchange at the date of termination to complete their studies at the host institution.

18. Reporting

At the beginning of each year, each of the AEN and UN coordinators shall provide a brief report of the previous year/s activities to the other network and its respective member institutions.

Signed:


Australian-European Network members



Professor Gary Smith
Deputy Vice-Chancellor (Global Engagement)
Deakin University, Victoria

15/3/2016

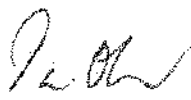
Date



Professor Simon Ridings
Deputy Vice-Chancellor (International)
Edith Cowan University, Western Australia

26 Jan 2016

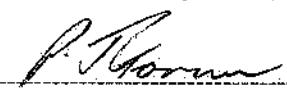
Date



Professor Ian O'Connor
Vice Chancellor and President
Griffith University, Queensland

26 Jan 2016

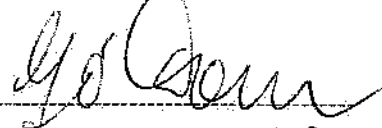
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Dr. Paul Schreier, ~~Dr. Paul Schreier~~ **Dr. John Gorman**
Chief Operating Officer (Acting)
Macquarie University, New South Wales

4th February, 2016

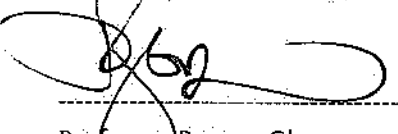
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Professor Peter Frappell, ~~Peter Frappell~~ **Gary O'Donovan**
Pro Vice-Chancellor (Global Engagement)
University of Tasmania, Tasmania

30 March 2016

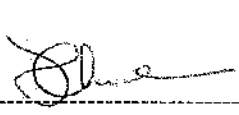
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Professor Barney Glover
Vice-Chancellor and President
Western Sydney University, New South Wales

27 May 2016

Date



Professor Joe Chicharo
Deputy Vice-Chancellor (Global Strategy)
University of Wollongong, New South Wales

Feb 16, 2016

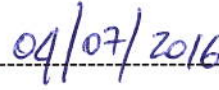
Date

Signed:

On behalf of the Utrecht Network



~~Sabine Pendl~~ FRANCESCO GIROTTI
President Utrecht Network



Date

Schedule A: List of AEN and UN members

As at 8 May 2015, the following institutions are members of the AEN-UN Student Exchange Program (please note that, although it was agreed that all UN members are listed on the agreement, not all institutions participate in the Student Exchange Program and that an up-to-date list of participating institutions is kept by the AEN Secretariat):

Australian-European Network:

Deakin University, Victoria
Edith Cowan University, Western Australia
Griffith University, Queensland
Macquarie University, New South Wales
University of Tasmania, Tasmania
University of Wollongong, New South Wales
Western Sydney University, New South Wales

Utrecht Network:

Austria	Karl-Franzens-Universität Graz (University of Graz)
Belgium	Universiteit Antwerpen (University of Antwerp)
Czech Republic	Masarykova univerzita (Masaryk University)
Denmark	Aarhus Universitet (Aarhus University)
Estonia	Tartu Ülikool (University of Tartu)
Finland	Helsingin yliopisto (University of Helsinki)
France	Université de Lille (University of Lille)
France	Université de Strasbourg (University of Strasbourg)
Germany	Universität Leipzig (University of Leipzig)
Germany	Ruhr-Universität Bochum (Ruhr University Bochum)
Greece	Αριστοτέλειο Πανεπιστήμιο Θεσσαλονίκης (Aristotle University of Thessaloniki)
Hungary	Eötvös Loránd Tudományegyetem (Eötvös Loránd University)
Ireland	University College Cork
Italy	Alma Mater Studiorum, Università di Bologna (University of Bologna)
Latvia	Latvijas Universitāte (University of Latvia)
Lithuania	Vilniaus universitetas (Vilnius University)

Malta	L-Università ta' Malta (University of Malta)
The Netherlands	Hogeschool voor de Kunsten, Utrecht (HKU University of the Arts, Utrecht)
The Netherlands	Universiteit Utrecht (Utrecht University)
Norway	Universitetet i Bergen (University of Bergen)
Poland	Uniwersytet Jagielloński w Krakowie (Jagiellonian University Krakow)
Portugal	Universidade de Coimbra (University of Coimbra)
Romania	Universitatea Alexandru Ioan Cuza din Iași (Alexandru Ioan Cuza University, Iași)
Slovakia	Univerzita Komenského v Bratislave (Comenius University in Bratislava)
Slovenia	Univerza v Ljubljani (University of Ljubljana)
Spain	Universidad Complutense Madrid (Complutense University of Madrid)
Spain	Universitat de València (University of València)
Sweden	Lunds Universitet (University of Lund)
Switzerland	Universität Basel (University of Basel)
Turkey	Boğaziçi Üniversitesi (Boğaziçi University)
United Kingdom	The University of Hull
United Kingdom	Queen's University Belfast