

UNIVERSIDAD DE LOS LAGOS



DECRETO UNIVERSITARIO N° 5039
OSORNO, 31 DIC. 2008
REF.: APRUEBA CONVENIO
QUE INDICA.

Con esta fecha, la Rectoría de la Universidad de Los Lagos, ha expedido el siguiente Decreto:

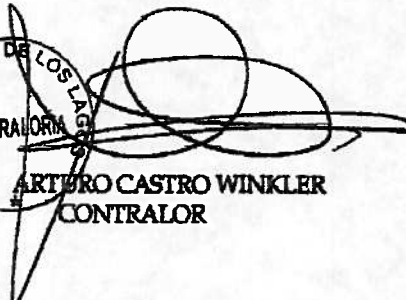
VISTOS:

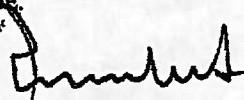
1. LEY 19.238 de 30 de agosto de 1993.
2. D.F.L. N° 1 de 5 de agosto de 1994, MINEDUC
3. D.S. N° 277 de 22 de agosto de 2006, MINEDUC

DECRETO.

1. APRUEBASE Convenio de Cooperación, de fecha 30 de abril de 2008, suscrito entre la UNIVERSIDAD DE LOS LAGOS y HOCHSCHULE FURTWANGEN UNIVERSITY, de Alemania.
2. Será parte integrante del presente Decreto, el convenio que se adjunta.

REGISTRESE, COMUNIQUESE Y ARCHÍVESE.


UNIVERSIDAD DE LOS LAGOS
CONTRALORIA
ARTURO CASTRO WINKLER
CONTRALOR


UNIVERSIDAD DE LOS LAGOS
RECTOR
RAUL AGUILAR GATICA
RECTOR

DISTRIBUCIÓN

- * Rectoría
- * Contraloría Interna
- * Dirección Jurídica
- * DIRECCION RR.II.
- * Of. de Partes

RAG/ACW/wbc

COOPERATION AGREEMENT

between

Hochschule Furtwangen University
78054 Villingen-Schwenningen
78120 Furtwangen
Germany

and

Universidad de Los Lagos
Lord Cochrane 1046
Osorno, Chile

The parties entering into this contact believe that the education at their respective institutions will be enhanced by the establishment of a formal linkage and hereto agree on the following:

A. COOPERATION

1. The parties of this agreement will promote and develop cooperation between universities in all relevant and compatible subject areas
2. Both parties will work towards:
 - a) the exchange of academic publications and information of mutual interest.
 - b) the exchange of university teachers and academic staff as well as students between both universities.
 - c) the carrying out of joint research projects.
 - d) the establishment of further forms of cooperation by both universities.
3. The contracting parties decide by mutual agreement which joint projects in research and teaching are to be realized on the basis of this framework agreement.

**B. STUDENT EXCHANGE AGREEMENT
"Tuition Agreement"**

Introduction

The purpose of this Agreement is to further mutual understanding between Hochschule Furtwangen University and Universidad de Los Lagos, and to enhance each institution's teaching, learning, and internationalization objectives. Universidad de Los Lagos and Hochschule Furtwangen University agree to institute this student exchange program under the following terms:

1. Academic Year

- 1.1. The normal academic year at Hochschule Furtwangen University consists of two (2) semesters; October to January and March to July.
- 1.2. The normal academic year at Universidad de Los Lagos consists of two (2) semesters; March to July and August to December.
- 1.3. The duration of the exchange will normally be for one (1) semester.
- 1.4. The academic year normally consists of the successful completion of fifty-eight (58) academic credits at Universidad de Los Lagos and thirty (30) credits at Hochschule Furtwangen University.

2. Number of Participants

- 2.1. Hochschule Furtwangen University will send up to two (2) exchange students for one semester/term to Universidad de Los Lagos and Universidad de Los Lagos will send up to two (2) exchange students for one semester to Hochschule Furtwangen University during the duration of this agreement, unless this number is varied by mutual agreement.

Hochschule Furtwangen University will divide the places for outgoing students equally between the two institutions.

- 2.2. Both institutions will review the program annually for any imbalances in the number of exchange students, and will adjust the number of students over time (normally within a three (3) year period) as necessary, to maintain an institutional balance.

3. Selection of Participants and Admission

- 3.1. It is expected that only students of high academic quality will be selected to participate in the exchange program. The home institution will screen applications from its student body for exchange. Students must meet the following requirements:
 - 3.1.1. Shall furnish an exchange scheme application, an official university statement of academic performance and an application for university admission.
 - 3.1.2. Be able to study in an English-speaking environment and also in a Spanish-speaking environment.
 - 3.1.3. Completed at least one year of study at their home institution.
 - 3.1.4. Be enrolled at their home and host institution for the full period of the exchange.
 - 3.1.5. Have an enrolment proposal, approved by their home faculty and host institution and be deemed academically qualified to successfully complete the nominated subject at the host institution.
 - 3.1.6. Obtained agreement from their home faculty, that upon successful completion of the subjects at the host institution, full credit will be granted towards the degree at their home institution. The conversion of the marks/credits into the domestic assessment system is incumbent upon the home (sending) university. The exchange will allow students to have equal access to enrolment in any of the courses at the host institution for which the student is appropriately qualified, with the exception of restricted programs.
- 3.2. The host institution reserves the right of final approval on the admission of a student.
- 3.3. The exchange student will enjoy the same rights and privileges, and be subject to the same rules and regulations, as the students of the host institution.

4. Financial

All participating exchange students shall:

- 4.1. Pay tuition, mandatory fees, and other compulsory costs to their home institution.
- 4.2. Take full responsibility for the payment for travel, medical insurance, food, books and supplies shall be the responsibility of the individual participant. Neither institution shall be held liable for such charges.
- 4.3. Have appropriate health care coverage.
- 4.4. Satisfy the host institution that they have adequate funds for any additional living costs during their enrolment at the host institution apart from those costs already specified in this Agreement.

- 4.5. Pay any incidental fees for services over and above those specified in this Agreement. These fees shall be no greater than those normally paid by students of the host institution.
- 4.6. Be in possession of a round-trip airline ticket.

5. Responsibilities

- 5.1. Information on courses, programs, and curriculum shall be exchanged between universities on an annual basis. The home institution shall forward a list of proposed courses for each exchange participant. Exchange students shall pursue a full-time course load at the host university.
- 5.2. At the end of the exchange semester, students return home and complete their studies at their home institution. Exchange students will not be considered for degree studies at the host institutions.
- 5.3. Hochschule Furtwangen University and Universidad de Los Lagos agree to accept the prescribed number of exchange students, to enrol them as full-time non-degree students for an academic semester, or part thereof, as determined by this Agreement.
- 5.4. Hochschule Furtwangen University and Universidad de Los Lagos agree to accept as equivalent each other's tuition fee level, residence provisions, length of academic year, teaching methods, examinations and related provisions.
- 5.5. Hochschule Furtwangen University and Universidad de Los Lagos agree to provide each exchange student with letters of acceptance to enable the exchange students to obtain visas.
- 5.6. At the conclusion of the exchange, Hochschule Furtwangen University and Universidad de Los Lagos agree to provide an official certificate for the exchange student.
- 5.7. Hochschule Furtwangen University and Universidad de Los Lagos agree to assist each exchange student by:
- Providing pre-departure material, and post-arrival orientation.
 - Providing students with an estimate of expenses to be expected during the exchange period.
 - Providing student support and advisory academic services.
 - Reserving residence space (subject to meeting application deadlines).
 - Providing arrival assistance, if required.
 - Establishing an institutional body, or using an existing body, to oversee the exchange program, and to consider and rule on those policy matters related to the program.
 - Designating an administrative contact to deal with all correspondence related to this program.

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6. Other Responsibilities

- 6.1. The exchange student shall be entitled to the use of the host institution's facilities on the same basis as the students of the host institution.
- 6.2. Dependents are permitted to accompany the exchange student, subject to immigration regulations. Issues relating to air fares, visas, accommodation, and other matters regarding a student's dependent(s) shall become the entire responsibility of the exchange student.

7. Renewal, Termination, and Amendment

- 7.1. This agreement will commence from the date of signing for both parties, and continue thereafter for a period of five (5) years, subject to revision or modification by mutual agreement.
- 7.2. For conditions of the exchange not covered by this Agreement, or for problems that arise during the course of the Exchange Agreement, both parties agree to refrain from unilateral action and to consult and negotiate mutually acceptable decisions.
- 7.3. Amendments to this Agreement may be made at any time, by correspondence, and only when agreed upon by both parties. Any amendments shall be added to the terms as appendices.
- 7.4. Either institution may terminate this agreement by giving notice in writing to the other Institution of no less than six (6) months. Any student who may have commenced at either institution before the date of termination may complete their courses of study by special agreement between the (2) two institutions.
- 7.5. The institutions shall confer concerning the renewal of this Agreement six (6) months prior to its expiration.

HS Furtwangen University

Rolf Schofer
Rector

Date: 2.04.2008

Universidad de Los Lagos

Raul Aguilar Gatica.
Rector

Date: 30.04.2008

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Contact for Universidad de Los Lagos:
Karen Vázquez
Coordinadora de Cooperación Internacional

Contact for Hochschule Furtwangen University
Lucy Lachenmaier
Regional Coordinator Spanish speaking world