



UNIVERSITY of HAWAII¹
MAUI COLLEGE



公立大学法人
山口県立大学
Yamaguchi Prefectural University

MEMORANDUM OF UNDERSTANDING

BETWEEN

YAMAGUCHI PREFECTURAL UNIVERSITY

AND

UNIVERSITY OF HAWAII MAUI COLLEGE

Yamaguchi Prefectural University and University of Hawaii Maui College enter into this Memorandum of Understanding (MOU) on the basis of reciprocity, support and promote the spirit to encourage academic collaboration and to facilitate as much as possible the advancement of international understanding and cooperation, dissemination of learning, strengthening of cultural ties, and the establishment of educational and professional programs between the institutions.

I. AREAS OF COLLABORATION

Collaborative programs will principally focus on the following areas, in accordance with specific academic and educational needs:

- A. Student exchange program;
- B. Short-term program;
- C. Exchange visitor program; and
- D. Academic and cultural exchange programs.

II. STUDENT EXCHANGE PROGRAM

Principles

1. For the purpose of ensuring that there is an equal flow of students in both directions, the unit of student participation will be the *student-year*. This is defined as one student participating for two semesters, or two students participating for one semester.
2. When either institution has difficulty in matching the incoming students from the partner institution in any particular academic year, the institutions may accrue up to two (2) places for one academic year or four (4) places for one semester. When the imbalance reaches four (4) places, the exchange can be halted until the balance is restored. The total number of participating students from the home institution shall not exceed the number of participating students from the host institution over a period of three years.
3. The absence of exchange during any one academic year is possible and does not nullify the MOU.



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Award Recipient



2008
Bellwether
Award Recipient



2009
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Higher
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Honor Roll

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An Equal Opportunity/Affirmative
Action Institution

4. Participating students will continue as candidates for degrees at their home institution and shall enroll as "not-for-degree" exchange students and are exempted from application and admission fees and tuition at the host institution
5. If there are more students interested in participating in the exchange program than places available in any year, these students may apply to be enrolled as "not-for-degree" visiting students and pay the full standard tuition and fees applicable to visiting students.
6. In order for students to fully engage in the host university's academic culture, some second language competence is recommended. Students attending the University of Hawaii Maui College (UHMC) must demonstrate English ability through the submission of a TOEFL or IELTS test score. Students are recommended to have a 500 TOEFL (61 iBT) or a 5.5 IELTS to fully benefit from the exchange experience. Students with lower scores will be required to take English as a Second Language courses and some non-ESL classes will be restricted. Any changes in university policy regarding English language requirements during the course of this MOU will be applied to this MOU.

Selection

1. The exchange program shall be open to all undergraduate students who have completed at least one year (two semesters) of undergraduate study.
2. The home institution, usually on the basis of academic merit and suitability, shall select participating students to undertake a period of study abroad and subject to acceptance by the host institution under normal admission procedures. An official academic record will accompany their application to the host institution from the home institution.
3. If the host institution rejects any proposed candidates, the home institution may nominate additional candidates for consideration.
4. Both institutions respectively reserve the right to determine dates by which exchange student candidates must be selected in order to guarantee efficient processing of their materials.

Obligations of Students

1. Exchange students shall pay tuition and any other study-related fees to their home institution.
2. Exchange students will be responsible for paying any mandatory fees at the host institution that are assessed to all students at that institution.
3. Exchange students shall be responsible for their own financial support including international transportation, accommodation, living expenses and insurance. The host institution shall bear no responsibility for providing funds to any exchange student for any purpose.
4. Exchange students shall be responsible for securing their own accommodations. The host institution will provide assistance in locating appropriate accommodations.
5. Exchange students shall abide by the laws of the country or territory of the host institution and the rules and regulations of the host institution.

6. It is the responsibility of the exchange students to obtain consent from their home institution that, upon successful completion of study at the host institution, full credit will be granted towards the degree at their home institution.
7. Each exchange student is responsible for ensuring that he or she obtains his or her official academic records covering the subjects taken during the period of the exchange.
8. It is not anticipated that spouses and dependents will accompany an exchange student. Such an arrangement is subject to the approval of the host institution on the understanding that the exchange student will be responsible for all additional expenses. Facility access, student services and other privileges of a full-time student will not apply to the exchange student's spouse or dependents.
9. Exchange students are required to purchase their own insurance policy equal to or greater than the amount required by the host institution. It is the responsibility of the students to obtain and maintain insurance coverage throughout the entire period of their study at the host institution.
10. Each exchange student is responsible for obtaining the correct visa, passport, and other necessary personal travel documents for study in the other country or territory.
11. Participation in an exchange under this MOU does not give rise to any rights of subsequent transfer to the regular degree programs of the host institution.

Obligations of Host Institutions

1. The host institution shall designate a member of its staff to serve as its representative in its contact with the home institution, to act as first person contact for the home institution in any emergency matters relating to student discipline or welfare issues and to provide appropriate advisory and other academic service to the exchange students at the host institution.
2. Both institutions agree to assist the integration of exchange students into student life. The host institution will provide an on-site orientation for the students to the city and institution.
3. The host institution shall establish records of exchange students as if they were regularly enrolled students.
4. Each institution shall assist its participants in obtaining the appropriate visa for the period of the exchange. Notwithstanding this, each participant shall be responsible for obtaining his/her visa, passport or other necessary documents and paying for the same. The institutions shall not be liable for the failure of the participant in obtaining the necessary documents.

III. SHORT-TERM PROGRAM

Recruit students for two- to six weeks training programs at each institution.

IV. EXCHANGE VISITOR PROGRAM

Promote an exchange visitor program by sending faculty, scholars and researchers for scholarly visits to foster mutual understanding and collaborative research.

V. ACADEMIC AND CULTURAL EXCHANGE PROGRAMS

Engage in academic exchange activities, including exchanges of professionals and executives so serve as visiting lecturers and/or consultants, and holding joint professional seminars, conferences, and other academic and training projects, as agreed upon by both parties.

VI. DURATION OF MOU

1. This MOU shall remain in force for five years (5) from the date of signing at which time it may be reviewed and resigned with the consent of both institutions. It shall be subject to revision or modification by mutual consent in writing.
2. Either institution reserves the right to terminate this MOU by giving written notice of no less than six months. The termination of the MOU shall allow for any participating students and/or faculty/executive who have commenced at either institution at the termination date to complete their approved course of study or project/assignment.

The MOU shall take effect when signed by each institution:

Executed for
Yamaguchi Prefectural University

長坂 祐二

President Yuji Nagasaka

Date:

2月17日 2017年

Executed for
University of Hawaii Maui College

Lui K. Hokoana

Chancellor Lui Hokoana

Date: 2-17-2017