



**STUDENT EXCHANGE AGREEMENT**  
**Between**  
**YAMAGUCHI PREFECTURAL UNIVERSITY, Japan**  
**And**  
**PUSAN NATIONAL UNIVERSITY, Republic of Korea**



The purpose of this Agreement is to allow for the exchange of undergraduate students between Yamaguchi Prefectural University (YPU) and Pusan National University (PNU) to facilitate new cultural and intellectual explorations and a broadening of academic, professional, and cultural perspectives of the students of both universities. YPU and PNU share the conviction that such exchanges contribute to international understanding and friendship and promote global awareness among exchange students from the participating institutions.

1. Exchange Coordinator

Each party to the agreement will appoint an officer who will be responsible for the coordination and administration of student exchanges, including the selection and counseling of exchange participants.

2. Number of Students to be Exchanged

Each university will provide up to a mutually agreed upon number of students annually for any summer semester program. An extension of stay for an exchange student at the host institution must be mutually approved by both the home and host universities. An increase in the number of exchange students accepted in any academic year can be adjusted with the approval of the host university.

Every effort will be made to maintain a cumulative exchange balance from year to year between YPU and PNU. The number of exchange students per annum between YPU and PNU shall be 'approximately' equal. Imbalances in the number of exchange students may be carried forward from one year to the next with the provision that adjustments will be made during the following years to restore overall balance. Both institutions will review the program annually to ensure a balance of exchanged students.

3. Placement in the Host University

Students will be placed in summer school courses at each institution. However, they will be considered "non-status" exchange students in that they will not have been admitted to a degree or other credentialing program at the host institution. All students placed will be given full-time registration status at the host institution and accorded all rights and privileges commensurate with this status. Full-time registration status is determined by the host institution.

#### 4. Language Preparation

Where students will be studying abroad in the language of their program at their home institution, no special language provisions will be required.

If a student is studying abroad at a host institution in a language other than the language used for his/her program at the home institution, the language policies of the host institution will apply.

#### 5. Student Eligibility and Application to Host University

The Exchange Coordinator at each institution, acting after consultation with the appropriate academic unit, will be responsible for the selection of suitable nominees for exchange. It is understood that the Coordinator will nominate students who are both academically and personally suitable for exchange abroad and that details of academic background as well as references will be provided to the host institution. Both institutions will send all necessary information concerning application and registration to the host institution prior to the deadlines established for international students, and generally facilitate matters for participating students. Students will be responsible for completing and submitting applications and other required forms to the host institution.

#### 6. Duties of each institution

Both institutions agree to assist each exchange student by providing:

- (f) Pre-departure materials and post-arrival orientation;
- (g) Application guidelines for each program;
- (h) Arrival assistance;
- (i) Up-to-date brochures of summer programs and course information;
- (j) Information for completing method of payment.

#### 7. Transcripts

The host institution will provide the home institution with the official transcript of the academic record of each exchange student upon completion of studies provided that all financial obligations have been met. Students will need to make an official request for transcripts to be sent to the appropriate office of the home institution – normally the Registrar's Office. The granting of credits for studies undertaken at the host institution will be at the discretion of the home institution in accordance with its own policies and regulations.

#### 8. Student Fees

All tuition, including examination and admission fees, will be covered under the terms of this agreement. Exchange students will not be required to pay tuition fees to the host university. Tuition will be paid by the exchange student to his/her home institution prior to departure. All other costs incurred will be the responsibility of the exchange student. The host institution will provide assistance in arranging accommodations in residence halls or off-campus; however, students are responsible for all costs associated with this service. All travel costs will be the

responsibility of the individual student. Miscellaneous fees such as special course fees, fieldwork courses, key deposits, books, and others will be paid directly by each student.

#### 9. Insurance

All exchange students are required to have a comprehensive health insurance policy that also provides emergency travel insurance. Proof of adequate insurance coverage must be provided to the Exchange Coordinator. Medical insurance protocol is the responsibility of the host university. The cost of any medical insurance required hereunder, as well as any medical expenses not covered by such insurance, shall be the personal responsibility of the exchange student.

#### 10. Dependents

The obligations of each institution under this agreement are limited to the exchange of students and do not extend to partners or dependents. Expenses of accompanying partners and dependents are the responsibility of the exchange student.

#### 11. Visa Requirements

Participants will be required to meet any visa requirements that pertain to studying in the host country.

#### 12. Exchange Student Obligations

Exchange students are required to observe the rules and regulations set forth by the host institution as well as the immigration regulations and laws of the host country governing the resident status they possess. Any breach of these rules and laws will be dealt with in accordance with the disciplinary policies of the host institution and the laws of the host country and/or province.

The host institution shall have the right to terminate the participation of any student in the exchange program and in any other program, service, or benefit at any time if said student's academic work or behavior is not acceptable in the judgment of the host institution. Whenever practicable, such termination of participation in the exchange program will not be put into effect without prior consultation by the host institution with the home institution.

#### 13. Non-Exchange Students

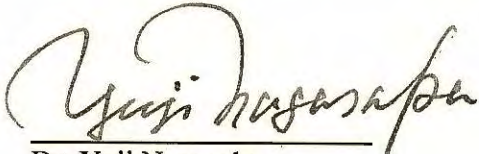
Both universities will promote additional study abroad opportunities by encouraging students from the home institution to attend the host institution in a non-exchange capacity. These non-exchange students will be responsible for all costs including tuition fees, transportation, accommodations, international travel, books, teaching materials, medical insurance and other fees regularly charged to international students.

14. Effective Date and Termination of Agreement

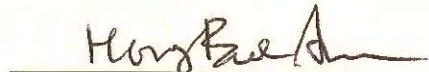
This agreement shall be in effect for five years from the date of its signing. At the anniversary of the agreement, each institution will exchange a brief report indicating any imbalances in student numbers and/or other issues or problems. This agreement may be amended and/or extended by mutual consent of both institutions for a period beyond its original date of expiration. The agreement may only be renewed if the parties agree in writing on a renewal. Either party may terminate this agreement by serving written notice to the other party. In this case, if either party desires to balance the numbers before termination, the other party will cooperate in that effort. Otherwise, termination will take effect six months from the date of the written notice.

15. Agreement

In agreement with the above terms of participation, the following signatures are affixed:



Dr. Yuji Nagasaka  
President  
Yamaguchi Prefectural University



Dr. Hong Bae Ann  
Interim President  
Pusan National University

2015. 12. 21  
Date

Yamaguchi Prefectural University  
3-2-1, Sakurabatake, Yamagushi  
Yamaguchi Prefecture,  
753-8502, Japan

2015. 12. 16  
Date

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