Memorandum of Understanding for the Exchange of Students

Between the University of Amsterdam

and Loyola University New Orleans

The purpose of this Memorandum of Understanding (MoU) is to establish an affiliation between University of Amsterdam and Loyola University New Orleans for the purpose of a university-wide student exchange agreement.

PARTICIPATING PARTIES

I. University of Amsterdam

II. Loyola University New Orleans

TERMS OF THE MOU

1. The two parties agree to enter into a university-wide student exchange agreement, commencing in August 2013.

2. The participating students will register at the host institution for the full academic year or for a minimum of one academic term.

3. Each institution may send up to 4 students for a period of a semester or 2 students for a period of one academic year or a combination of both to participate in the exchange. The number of participants may be increased subject to the mutual agreement of both universities.

4. It is expected that in any given year there will be an equal number of students exchanged from each institution.

5. Notwithstanding Clauses 3 and 4 above, while equal numbers in every year may not be possible, efforts will be made to have equal numbers exchanged over a three-year period.

6. The candidates will be students who are completing an undergraduate at their respective institutions.

7. The candidates will be selected by their respective institutions to participate in the exchange, and will then be considered for admission as non-degree special students by the host institutions. Candidates must satisfy admission requirements for special student status, including language proficiency requirements, of the host institution. Music students coming to Loyola must submit an audition tape or CD. Visual Arts students must submit a portfolio. Admission to these courses will be dependent on approval by the College of Music and Fine Arts.

8. Participants in the exchange will be required to have completed at least two years of full-time university studies prior to participation in the exchange.
9. Each institution will appoint an individual to act as the coordinator for the exchange.

10. The sending institution will forward the profiles of its candidates to the host institution in March of the application year, and final standing of those students by July of that year.

11. The host institution will notify the successful candidates of their provisional acceptance to the institution by early May, subject to confirmation of satisfactory examination results in June or July; the host institution will have the right of refusal of any candidate who may appear to be unacceptable for the exchange.

12. The participants in the exchange will pay the tuition and compulsory incidental fees (or any other fees) for the respective program at the home institution prior to departure for the host institution.

13. On arrival at the host institution, the participants of the exchange will not be required to pay tuition and compulsory incidental fees, but may elect to pay non-compulsory incidental fees.

14. Students from University of Amsterdam will be free to choose courses from the full range of courses available in the division to which they have been admitted at Loyola University New Orleans, provided that they satisfy the individual course prerequisites, and on the understanding that additional selection procedures may be required for courses with limited enrolment.
Students from Loyola University New Orleans will be free to choose courses from the full range of courses available in the division to which they have been admitted at the University of Amsterdam, provided that they satisfy the individual course prerequisites, and on the understanding that additional selection procedures may be required for courses with limited enrolment. Fulfilling the requirements for a course does not guarantee placement in a course as most courses have a maximum participation limit.

15. At the end of the academic year, the participants in the exchange will request the host institution to send to the home institution a report/official transcript of their academic achievement.

16. Students of University of Amsterdam will be guaranteed credit at their home institution for courses taken at Loyola University New Orleans, provided that their studies have received prior approval by the appropriate authorities at University of Amsterdam, and provided that courses are successfully completed with a minimum grade acceptable to their division at University van Amsterdam.

17. Students of Loyola University New Orleans will be guaranteed credit for their studies at University of Amsterdam, provided that their studies have received prior approval by the appropriate authorities at Loyola University New Orleans, and provided that courses are successfully completed with a minimum grade acceptable to their division at Loyola University New Orleans.

18. Participants in the exchange are not degree candidates and cannot become degree candidates without applying for admission. Participation in the exchange will not attract preferential status.
19. Each participant in the exchange must ensure that they have adequate health and accident insurance coverage.

20. The participants under the Exchange will be selected on the basis of merit without regard to race, national or ethnic origin, colour, religion, age, sex, sexual orientation, marital status or physical handicap. University of Amsterdam and Loyola University New Orleans will each accept the participants selected by the other party if mutually acceptable academic and/or professional qualifications and standards are met. All participants will be treated in the same non-discriminatory manner in carrying out the provisions of the MOU, subject to the provisions of the policies and requirements of each of the institutions. Any violation of these principles will be considered grounds for terminating the MOU.

21. Implementation of this MOU is subject to sufficient funding being procured as appropriate by each institution.

22. The parties will review the terms of the MOU annually to assess the success of the exchange, and will determine whether to continue, modify or discontinue the MOU. Each party reserves the right to terminate this MOU upon six months written notice to the other.

23. This MOU shall take effect when signed by both parties, and will remain in effect for a period of three years.

24. Each institution agrees that it will maintain such reasonable and appropriate public or general liability insurance policies to support its operational risks, including those risks assumed under this agreement, throughout the entire term of this agreement.

IN WITNESS WHEREOF, the parties hereto have offered their signatures:

Loyola University New Orleans

Dr. Marc Manganaro
Provost
Date: Feb. 26, 2013

University of Amsterdam

Dr Louise Gunning-Schepers
President
Date: 7 Maart 2013