

Addenda 1

**MEMORANDUM ON THE IMPLEMENTATION OF  
THE STUDENT EXCHANGE PROGRAM  
between  
FACULTY OF POLITICAL SCIENCE AND PUBLIC ADMINISTRATION,  
CHIANG MAI UNIVERSITY  
and  
SCHOOL OF POLITICAL SCIENCE AND ECONOMICS, MEIJI UNIVERSITY**

The Faculty of Political Science and Public Administration, Chiang Mai University and the School of Political Science and Economics, Meiji University have agreed to enter into the following memorandum on the implementation of the Student Exchange Program based on Article 4 of the general Agreement of Cooperation between both universities signed by both Presidents:

**Article 1: Number of Exchange Students**

1- Each party may send and accept under this memorandum a maximum of six undergraduate students each year. It should be noted that if an exchange student attends two consecutive semesters at the host university; it shall be counted as two students.

2- A balance of incoming and outgoing exchange participants will be maintained over a period of five years. If an imbalance exists after this term, both parties will work to obtain the corresponding balance within the subsequent period.

**Article 2: Period of Study Abroad**

1- The period of study abroad for exchange students shall be in principle for up to one academic year for both parties. Details concerning the period shall be decided by discussion between the two parties.

2- Upon completion of the period of study abroad at the host college/school, exchange students shall return to the home college/school. Any extension of stay must be approved by both parties.

**Article 3: Selection of Exchange Students and Acceptance Procedures**

1- Each party will endeavor to publicize the exchange opportunities and to select highly qualified students studying at their respective parties.

2- Selection of candidates shall be made by the home college/school. The host college/school has the right of making the final decision on accepting students.

**Article 4: Study Program for Exchange Students**

- 1- Both parties will undertake to send all necessary information concerning a student's study program to the host college/school well in advance, and generally facilitate matters for the participating student.
- 2- A study program suitable for each student shall be determined by the host college/school with the student's academic background and preferences taken into consideration.
- 3- The host college/school will undertake to provide appropriate academic advice, orientation, counseling and support during the program.

**Article 5: Status of Exchange Students**

- 1- Each exchange student will enjoy the same academic rights and advantages enjoyed by regular students enrolled at the host college/school, but they shall not aim at obtaining a degree in the host college/school.
- 2- Exchange students will be subject to the rules and regulations of the host college/school.

**Article 6: Academic Record and Accreditation**

- 1- The host college/school will undertake to provide transcripts and documentation regarding each student's academic performance during the exchange year, which shall be sent directly to the home college/school.
- 2- Any academic credit earned at the host college/school will be transferred back to the home college/school in accordance with procedures determined by the latter.

**Article 7: Financial Arrangements**

- 1- Exchange students will pay tuition for a regular full-time course of studies at their home college/school.
- 2- The host college/school shall provide a waiver of examination fees, admission fees, and tuition fees for overseas exchange students

**Article 8: Accommodation and Health Insurance etc.**

- 1- The host college/school will assist exchange students to find suitable accommodation, but the provision of housing is not an obligation of the host college/school.
- 2- All participating students will be required to carry adequate health insurance. This

insurance will cover the costs of health care for the full period of the exchange. Such insurance may be purchased at the home college/school or through the host college/school.

3- The full cost of living, such as charges for room and board, full expenses for health care, and travel are the sole responsibility of the exchange student.

#### Article 9: Scholarship

This memorandum shall not ensure the availability of scholarships for exchange students, but each party shall endeavor to provide useful information on scholarship programs that will financially assist the students.

#### Article 10: Validity of the Memorandum

1- The validity of this Agreement shall be pursuant to the validity of Memorandum of Understanding between both universities signed by both representatives, unless one party sends a written notice of this Agreement's termination to the other party six months in advance.

2- The validity of this memorandum, even though this is within the term of validity, shall be terminated as soon as the fundamental agreement of cooperation becomes null and void.

3- This memorandum is subject to revision or annulment by mutual agreement.

4- This memorandum is drawn up in English.



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Date: May 14, 2019



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Date: May 7 / 2019