



MEMORANDUM OF UNDERSTANDING

between

National University of Kaohsiung
Kaohsiung, Taiwan

and

Rangsit University
Pathumthani, Thailand



RANGSIT UNIVERSITY

The National University of Kaohsiung, hereinafter referred to as “NUK”, located at 700, Kaohsiung University Road, Kaohsiung, Taiwan, and Rangsit University, hereinafter referred to as “RSU”, located at 52/347 Moo 7, Lak Hok Subdistrict, Muang District Pathumthani Province, 12000, Thailand. In recognition of common interests in developing bilateral relations and convinced that cooperation between institutes of higher learning contributes to cultural enrichment, scientific progress, and the consolidation of friendships between countries, both parties affirm their intent to promote academic collaboration and exchanges as will be of mutual benefit to their respective institutions.

This Memorandum of Understanding is made as a gesture of goodwill between the two institutions and will cover, but is not limited to:

- I. Exchange of faculty, scholars and administrative staff
- II. Exchange of students
- III. Joint development of programs
- IV. Development of research programs
- V. Exchange of relevant information, documentation and material
- VI. Co-ordination through the respective offices in joint projects
- VII. Cultural activities of P2A, a non-academic program

Details of the implementation of any particular activity resulting from this Memorandum of Understanding shall be negotiated between the two institutions as such specific cases arise. This Memorandum of Understanding shall take effect once representatives of both institutions affix their signatures and will remain valid for a period of five (5) years. Both institutions have the option to end this Memorandum of Understanding by giving six (6) months prior notice.

This Memorandum of Understanding is executed by NUK and RSU in two copies, each of which being deemed original.

By signing below, both parties agree to be bound by the terms of this Memorandum of Understanding. This Memorandum of Understanding will start from the date of both signatures.

Signed on behalf of
Rangsit University



Chitriya Pinthong RANGSIT UNIVERSITY

Dr. Chitriya Pinthong
Vice President for International Affairs

Date: (dd/mm/yy)

Signed on behalf of
National University of Kaohsiung

Pao-Tiao Chuang

Dr. Pao-Tiao Chuang
Vice President for Academic Affairs

Date: (dd/mm/yy)



Student and Staff Exchange Agreement
Between
College of Management,
National University of Kaohsiung, Taiwan
and
International College,
Rangsit University, Thailand

RANGSIT UNIVERSITY

The National University of Kaohsiung, hereinafter referred to as “NUK”, located at 700, Kaohsiung University Road, Kaohsiung, Taiwan, and Rangsit University, herein referred to as “RSU”, located at 52/347 Moo 7, Lak Hok Subdistrict, Muang District, Pathumthani Province, 12000, Thailand, in reference to the Memorandum of Understanding between Rangsit University and the University of Kaohsiung on _____, hereby affirm their intent to cooperate and pursue academic collaboration in the exchange of Students in accordance with the following guidelines, principles and objectives:

- a. To enrich the understanding of the culture of the two countries;
- b. To facilitate the exchange of students on a continuing basis;
- c. To enhance the student’s intercultural knowledge and awareness in new educational settings.

1. Definitions

For the purpose of this Agreement, the following definitions shall apply:

Host institution	the institution receiving students
Home institution	the institution sending students
Exchange student	a student participating in the exchange of students
Fee-paying student	a student enrolling at the host university for the purpose of obtaining a degree, outside any of the student exchange agreements between the institutions

2. Student Exchange

- a) NUK and RSU may exchange students for enrolment in normally scheduled semesters. The number of exchange students will be based on a 1:1 ratio whereby each institution may send up to five (5) exchange students in each academic year. For purposes of determining the exchange ratio, one (1) student who elects to study for two semesters will count as two (2) exchange students for that given year.

- b) Although the exact number of students exchanged may vary from year to year, it is expected that the overall number of students from each institution will balance over the life of this Agreement. If the number of students exchanged is significantly different over the life of this agreement, the institutions will dually agree, if appropriate, on a fee paying structure for additional students.
- c) The home institution will screen applications and recommend students to the host institution prior to the host institution application deadline. The host institution has the final decision to accept a student. Applicants must have average GPA of 2.5 or higher and the host institution must be notified of the recommendation at least four months prior to the intended commencement date of the exchange period. Applicants are also required to provide proof of English proficiency with a score of 500 or above on the TOEFL or at least 5.0 on the IELTS. For RSU, application details can be found at the International College (<http://www.rsu.ac.th/isc/>). For NUK, application details can be found at the Office of International Affairs (<http://dia.nuk.edu.tw/ad/index.html>).
- d) Students are eligible to apply to all the International Programs offered by RSU provided the program is available and open to general application in the given semester/year. RSU will make the final decision for admittance of students in any RSU unit/course.
- e) Students are eligible to all courses offered by NUK provided the courses are available and open to general application in the given semester/year. NUK will make the final decision for admittance of students in any NUK unit/course.
- f) Each exchange student will register and pay tuition fees at their home institution. Exchange students will be registered as a fulltime student for the agreed period of study, and the host institution will not charge the exchange student any tuition or registration fees for that period. Exchange students need to pay student activity fees to the host institution.
- g) Upon completion of their exchange period at the host institution, the host institution will provide the home institution with transcripts of the academic results of the exchange students.
- h) While at the host institution, exchange students will take courses with the approval of their home institution's academic advisors. A learning agreement will be drawn up, containing the details of the student's study program at the host university. The learning agreement is drawn up and signed by the three parties involved (student, home institution, host institution) before the start of the exchange period.
- i) The host institution will evaluate the academic performance of all exchange students using the same criteria used for students enrolled in the program of the host institution.

- j) In the event there is an academic appeal by the exchange student, while participating in the exchange program, the academic appeal process of the host institution will apply.
- k) The host institution will make available to the exchange students those student services generally available to all students enrolled in its study programs during the period of study under the exchange program.
- l) Prior to departure from the home country, the home institution will provide the exchange student with a detailed briefing on the rules, regulations and cultural expectations of the host institution and country Code of Conduct or its equivalent. The host institution will provide the home institution with the material necessary to provide such a briefing.
- m) Exchange students are responsible for securing their own accommodation. However, the host institution will provide incoming exchange students with assistance in making accommodation arrangements for the exchange period, provided all application procedures are fulfilled.
- n) While participating in the exchange program at the host institution, the exchange student will be responsible for paying all the debts and expenses incurred in the host country, including but not limited to air-travel to and from the host institution and other travel costs; books and stationery; student activity fees, administration fees, all living, subsistence and accommodation expenses in the host country; hospitalization, health insurance, and other incidental expenses. The host institution bears no responsibility for providing funds to an exchange student.
- o) Purchase of international medical insurance per the rules and regulations of the host institution and host country must be obtained by the exchange students. All international exchange students must have health and accident insurances from a local insurance company for the entire period of studying at Rangsit University. RSU International Service Center will facilitate with the purchasing of local health insurance. All international students attending NUK are required to enrol in the National Health Insurance. NUK Office of International Affairs will facilitate with the enrolment of health insurance.

3. Staff Exchange

The purpose of staff exchange is to facilitate an exchange of ideas, information, and teaching methodology through activities such as the following:

- Teaching classes in specific disciplines as agreed upon;
- Conducting joint research; and/ or
- Participating in other activities which further the academic goals and objectives of each institution

The visiting staff member will provide a curriculum vitae as well as a course/ seminar outline (if applicable) to the host institution.

Each staff member participating in the exchange will be responsible for his or her travel and all other costs.

The host institution will make every possible effort to assist visiting staff members participating in the exchange to find accommodation. Staff members will be responsible for their accommodation and other living expenses and other living expenses of whatever nature.

Staff members participating in exchange will purchase, at their own expense, any extended medical insurance necessary to conform to the requirements established by the host institution and/ or the host country.

The host institution will provide an orientation for the visiting staff member as well as adequate office space and office equipment.

Both institutions should maintain a balance, over the agreement period, in the number of staff members exchanged. Initially, each institution will exchange no more than one (1) staff member per year. Exchange terms may range from one to six (6) weeks.

4. Coordination

Each institution shall appoint a coordinator for this Agreement and keep the other institution informed of the name and address of that person.

Rangsit University	National University of Kaohsiung
Name: Kritsada Sriphaew, Ph.D.	Name: Shao-Hsun keng
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Fax: +662-997-2222 Ext. 4076	Fax: +886-7-5919321
Address: Rangsit University 52/347 Moo 7, Lak-Hok, Sub district, Muang District Pathumthani Province 12000, THAILAND	Address: National University of Kaohsiung 700, Kaohsiung University Road Kaohsiung, TAIWAN

5. Duration of Agreement

This Agreement shall be effective for five (5) years from the date it has been signed by both universities upon completion of the signatures and it is subject to revision, renewal or cancellation by mutual consent upon written notice given six (6) months prior to the

termination date becoming effective; provided however, that termination of the memorandum of understanding will not affect the conditions or access to activities for students or faculty who are participating in the activities at the time of termination. The terms of this Agreement may be amended at any time subject to mutual written agreement of both parties. In the case of cancellation, responsibilities to students already enrolled or accepted in the program as set out in this Agreement; will be considered by both partners.

6. Disputes

Any disputes that may arise between the parties concerning the application of this agreement shall be first resolved between the institutions. Whereas the dispute continues, the institutions may elect a third party, by mutual consent, which shall examine the dispute and provide recommendations. All expenses incurred in appointing the elected third party shall be agreed upon beforehand and shared equally by the institutions.

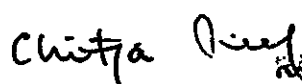
7. Signatures

RSU and NUK, by the signatures of their authorized representatives below, acknowledge having read and understood the Agreement and agree to be bound by its terms and conditions.

This Agreement is executed by RSU and NUK in two copies, each of which being deemed original.

Signed on behalf of Rangsit University

Signed on behalf of the National University
of Kaohsiung



RANGSIT UNIVERSITY



Dr. Chitriya Pinthong

Dr. Pao-Tiao Chuang

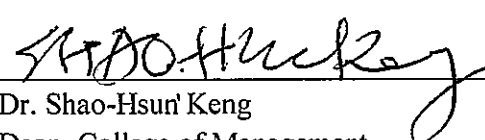
Vice President for International Affairs

Vice President for Academic Affairs

Date: _____ (dd/mm/yy)

Date: _____ (dd/mm/yy)


Dr. Kritsada Sriphaew
Dean, International College
Date: _____ (dd/mm/yy)


Dr. Shao-Hsun Keng
Dean, College of Management
Date: _____ (dd/mm/yy)