



AGREEMENT OF COOPERATION

between

UNIVERSIDADE FEDERAL DE PELOTAS

(R. Gomes Carneiro, 1 - Centro, Pelotas - RS, 96075-630)

and

KATHOLISCHE UNIVERSITÄT EICHSTÄTT-INGOLSTADT

(Ostenstr. 26, 85072 Eichstätt, Germany)

In order to promote effective and mutually beneficial cooperation, Universidade Federal de Pelotas hereinafter referred to as UFPel, and Katholische Universität Eichstätt-Ingolstadt, hereinafter referred to as KU, hereby agree to establish a cooperative relationship with the general purpose of academic and cultural exchange in education.

PART 1: FIELDS OF COOPERATION

The two institutions agree to promote mutually beneficial activities in the areas of education, research and other fields, and to cooperate and work together to expand on the internationalization of higher education and research. Cooperation will focus on projects between the department of German Studies at UFPel and the Faculty of Languages and Literature at KU, including German and Romance Philologies. However, any specific program will be subject to the availability of funds and mutual agreement of the two institutions. Such programs may include (but not be limited to):

- Exchange of students
- Exchange of faculty members
- Joint research projects
- Joint scientific or academic conferences
- Summer School

All activities carried out in accordance with the terms of this Agreement shall be separately negotiated and determined by both institutions subject to the availability of resources and by taking into account specific requirements and conditions of each institution.

PART 2: STUDENT EXCHANGE

Participants from both UFPel and KU should be students officially enrolled in a Bachelor's or Master's degree program at their home institution and meet the requirements of the host institution. Students accepted by the KU will have the status of a "non-degree seeking student". Students accepted by UFPel will have the status of a "non-degree seeking student" at undergraduate and graduate level. The duration of stay for this non-degree seeking program at the host institution is determined to be one or two semesters. Students from both universities may enroll at the respective partner institution – subject to the respectively applicable university regulations and policies – in all courses offered. Students with inferior language proficiency may be admitted to language courses offered (English, Portuguese, and German, respectively). Students should attend the same number of courses as requested in the same period by an average student of the host institution. The host institution will issue a transcript of records. Academic credits obtained at the host institution are transferable to the student's home institution in



accordance with procedures and regulations determined by the home institution.

Number of Exchange Students

Every year, the two institutions select up to two students from each side to join the program. When determining the exchange number for each institution, the number of semesters abroad (not the number of students) spent at the respectively other university shall be decisive (e.g. one student staying at the host institution for 1 semester is counted as 1; one student staying at the host institution for 2 semesters is counted as 2 etc.). The exchange number between UFPel and the KU should be balanced. When the exchange number cannot be equivalent for both institutions in every single year of the program, the total balance in the exchange number of semesters abroad should be equal for the entire effective period of this Agreement. The exchange number for the program may be amended subject to mutual agreement.

Selection of students

The home institution is responsible for the selection of students in the exchange program. The students applying for the exchange program should have completed at least one year of study at the home institution before the start of the exchange period and demonstrate qualified academic and sufficient language proficiency to follow the courses and instructions in the host institution. While students nominated by the home institution are generally accepted in the host institution, the latter reserves the right of final decision concerning the selection and admission of applicants.

The home institution will forward a list of the students nominated for the exchange program including the documents required by the respective host institution each year by May (for the fall/winter term) or November (for the spring/summer term). The host institution will inform the home institution of the final decision concerning admission as soon as possible.

Tuition fees

Student tuition fees in the host institution are waived for exchange students on a reciprocal basis¹. For the exchange period, the students are required to pay the regular tuition fees to their home institution.

Practical student matters

Students shall be responsible for their visa, passport, travelling costs, living expenses, medical insurance and any other expenses during their period at the host institution.

Each host institution shall ensure that students receive the documents necessary for visa purposes. It is the responsibility of the individual student to apply for visa in time. Both institutions agree to make every effort to ensure that suitable living accommodation is available for the visiting students.

PART 3: FACULTY AND STAFF EXCHANGE

Research and teaching assignments are to be determined prior to the exchange program and will be

¹ However, at the KU, a fee of at present € 56.00 for membership in the "Sozialwerk/Studentenwerk" has to be collected which entitles the student to subsidized meals and to other discounts and services; the fee cannot be waived and shall be paid by each student, thus also by the exchange students. "Sozialwerk/Studentenwerk" are legal entities, which are not part of the university, but separate organizations. The university is required to collect the membership fee on behalf of these entities.





negotiated between the host university and the visiting faculty member. Attempts will be made to implement a one-to-one exchange. The host university shall assist the visiting faculty member in finding suitable accommodation. The home university or faculty member shall take over the travel expenses.

As far as the employment status of the exchange and/or visiting faculty member is concerned, details will be agreed upon in writing on a case-by-case basis. Usually, exchange and visiting staff/faculty members will remain on the payroll of the home institution – in the host institution, the status shall be that of a visiting scholar/researcher/lecturer without entering into a contractual or otherwise formal employment relationship with the host institution. However, this does not exclude that faculty members of the partner institution may receive a contract and payment for a specific task at the host university. Both institutions will prepare individual (exchange) project agreements for visiting/exchange faculty members on a case-by-case basis. As agreed, and after a determination of research and teaching requirements, the visiting faculty member shall provide the host institution with course outlines and copies of all reading assignments.

PART 4: INSURANCE

Every exchange student and exchange staff under this Agreement shall be responsible for their own insurance, be it health insurance including repatriation, accident insurance, liability insurance or any other insurance, be it compulsory or voluntary. The partner universities are not liable for a student's or exchange staff's failure to take out adequate insurance for the stay abroad.

PART 5: EFFECT, TERMINATION OF AND AMENDMENTS TO THIS AGREEMENT

This Agreement shall be in force for an initial period of three years as of the date of signing. Thereafter, it shall automatically be extended for an additional period of two years at each expiration date unless either party provides written notice to terminate the Agreement at least nine months prior to the expiration date. This Agreement may be amended subject to mutual consent. Amendments need to be agreed upon in writing to become effective. If this Agreement is terminated or amended before the end of a mutually agreed program, participants shall be entitled to finish programs which have already been approved or which have already started as originally agreed. The Portuguese version and the English version of this agreement have the same content and are equally valid. However, for the interpretation of this agreement, the English version shall prevail.

Pelotas, 05. setembro 2022

Prof. Isabela Fernandes Andrade
Reitor
Universidade Federal de Pelotas
Brazil

Eichstätt, 2. June 2022

Prof. Dr. Gabriele Gien
President
Katholische Universität Eichstätt-Ingolstadt
Germany