



EDUCATIONAL EXCHANGE AGREEMENT
Between
University of Macedonia, Thessaloniki, Greece
And
Kutztown University of Pennsylvania, Kutztown, Pennsylvania

This document hereby establishes an agreement between the University of Macedonia, Department of Music Science and Art, Macedonia,-Thessaloniki, Greece (herein UOM) and Kutztown University of Pennsylvania, Department of Music (herein KU) in Kutztown, Pennsylvania, United States of America.

The parties, recognizing the benefits to be gained by both institutions through a student and faculty exchange program that will promote scholarly activities and multi-cultural understanding, agree to encourage the following within the interests and abilities of each institution: enrollment of UOM students at KU in music courses; enrollment of KU students at UOM in music courses; performances at UOM by KU students who are enrolled in KU performance courses; performances at KU by UOM students who are enrolled in UOM performance courses; KU faculty performing and/or teaching ensemble courses at UOM; UOM faculty performing and/or teaching ensemble courses at KU.

The following are mutually approved:

1. Applicability

This Agreement is established to allow student and faculty exchange at the partner institution in the discipline of music. For purposes of this Agreement, the term "Home University" shall mean the institution in which a student is formally enrolled as a degree candidate and "Host University" shall mean the institution that has agreed to receive students from the "Home University" for a period of study.

2. Student Exchange

Up to four (4) UOM students per year and up to four (4) KU students per year will participate in an exchange program.

UOM students who are well-qualified music performance majors will come to KU to study for one or two academic semesters each year. The opportunity will allow students to earn academic credit.

KU students who are well-qualified music performance majors will come to UOM to study for one or two academic semesters each year. The opportunity will allow students to earn academic credit.

KU may send one student performing group to UOM on a one- to two-week academic performance visit every semester. UOM may send one student performing group to KU on a one- to two-week academic performance visit every semester.

KU students may give performances on campus, observe classes, participate in master classes, perform in ensembles and be taught applied lessons by UOM faculty; they may also attend student performances and tour sites of interests. Additionally, KU may send students to study at UOM for one or two semesters provided that the students fit within the numbers previously stated. These opportunities will allow students to earn academic credit.

UOM students may give performances on campus, observe classes, participate in master classes, perform in ensembles and be taught applied lessons by KU faculty; they may also attend student performances and tour sites of interests. Additionally, UOM may send students to study at KU for one or two semesters provided that the students fit within the numbers previously stated. These opportunities will allow students to earn academic credit.

KU and UOM will endeavor to maintain an evenly balanced exchange throughout the term of this Agreement. While parity in the number of exchanges is the goal, the institutions recognize that it may not be possible in any given semester of the exchange. Every effort will be made to achieve parity over a period of three academic years.

3-A. Acceptance of UOM Students

To participate in the program, UOM students must apply to their program director. Criteria to be used in selecting UOM students will include:

- A) UOM music students in good academic standing to enroll in KU as third year or fourth year students.
- B) The official language of the exchange will be English. Therefore, UOM students must demonstrate appropriate levels of written and verbal fluency in English; students from UOM must take either the iBT (internet-based TOEFL) or the IELTS exam. UOM students are expected to receive a minimum TOEFL iBT score of 79 or IELTS score of 6.5. Alternate criteria for English proficiency may be permissible by mutual agreement between the program directors of the exchange. Final decisions will be made between the two program directors.
- C) Student's capacity for successful intercultural integration as judged by interviews with the program directors of the exchange.

Applications and the academic records of students selected from UOM for participation in the exchange program will be forwarded to the program director at KU. The applications must include a recording of each student, which the Program Director of KU will forward to the appropriate professors for approval before confirmation of acceptance.

The program directors anticipate that UOM students will undertake ensemble courses and applied music courses. A student's plan of study will be approved by both the home and host institutions

prior to the student's departure. Any modification in this program will require the concurrence of appropriate academic officials at each institution.

UOM will provide notification of the names and addresses of its applicants at least four months before the start of the relevant exchange period. This will facilitate admission and the issuance of supporting immigration documentation for necessary visa applications. The completed application forms will be sent to KU's program director.

3-B. Acceptance of KU Students

To participate in the program, KU students must apply to their program director. Criteria to be used in selecting KU students will include:

- A) KU music students in good academic standing to enroll in UOM as third year or fourth year students.
- B) The official language of the exchange will be English, although it will be preferable if KU students have some experience in Greek language. If KU students do not have any knowledge of Greek language, they will be required to follow the Greek language course (Greek as a second language), offered by UOM for international students. Final decisions will be made between the two program directors.
- C) Student's capacity for successful intercultural integration as judged by interviews with the program directors of the exchange.

Applications and the academic records of students selected from KU for participation in the exchange program will be forwarded to the program director at UOM. The applications must include a recording of each student, which the Program Director of UOM will forward to the appropriate professors for approval before confirmation of acceptance.

The program directors anticipate that KU students will undertake ensemble courses and applied music courses. A student's plan of study will be approved by both the home and host institutions prior to the student's departure. Any modification in this program will require the concurrence of appropriate academic officials at each institution.

KU shall provide notification of the names and addresses of its students participating at least four months before the start of the relevant exchange period. This will facilitate the issuance of supporting immigration documentation for necessary visa applications. The completed application forms will be sent to UOM's program director.

Students from UOM and KU must provide emergency contact information, addresses and phone numbers to the "Host University" prior to arrival.

Academic Status

All students will remain enrolled as regular degree candidates at their "Home University" and will not be enrolled as candidates for degrees at the "Host University." Participation in the exchange does not constitute later admission at the "Host University."

4. Tuition Fees and Expenses

UOM students participating in the program will register and pay all tuition and fees at their "Home University." All tuition and fees shall be waived by KU. UOM students are responsible for all their living expenses while enrolled at KU as exchange students.

KU students will register and pay all tuition, fees, and other program costs to KU. KU students spending either full semesters or a two-week visit program as exchange students at UOM, are responsible for all their living expenses (including housing and food). Living expenses are estimated to be approximately 8,000 Euro for one academic year (2 semesters). UOM will provide performance facilities and student interpreters when needed. Any additional expenses beyond the above terms will be paid by the KU students.

Visiting students and faculty of both universities will pay their own international travel expenses. Students of both universities will also be responsible for personal health, hospitalization, and accident insurance coverage. Neither institution is responsible for medical care, insurance, and/or other additional costs associated with attendance at the "Host University."

The usual campus facilities will be available to exchange students and faculty on the same conditions and, where applicable, at the same incidental fees as for domestic students and faculty of the "Host University." Miscellaneous fees for special courses, material, fieldwork courses, books, etc., will be the responsibility of each participant.

Students will not be charged an application fee.

5. Insurance, Other Expenses, and Other Requirements

A. Personal health, hospitalization, and accident insurance as well as liability coverage that is valid abroad is mandatory for both UOM and KU students. Students who already have insurance must provide the documentation for the receiving institution's approval before they leave their home country. Insurance for all students is at their expense.

B. UOM students must have health insurance that meets the following minimum requirements:

Medical benefits	\$100,000
Repatriation of remains	\$25,000
Medical evacuation	\$50,000
Deductible per accident or illness	\$500

C. UOM students who do not already have appropriate insurance must obtain KU's international students' insurance policy, which exceeds the minimum requirements. Health insurance waivers may be given to UOM students who have equivalent or better insurance coverage than that provided by KU.

D. UOM students must submit the required health and wellness information online prior to their arrival at KU. KU students traveling to UOM will submit any required Greek health documentation.

E. UOM students will pay for their own travel between their home and Kutztown as well as personal travel, food, housing, personal expenses, and school expenses beyond tuition and fees.

F. KU students will pay for their own travel between their home and UOM as well as

personal travel and other expenses. KU students must notify the UOM program director in writing when traveling away from Thessaloniki or off campus outside of the scheduled itinerary, and, to the best of their ability, they will provide emergency telephone numbers where they can be reached.

- G. KU students must attend a mandatory pre-departure orientation meeting which covers travel, academics, finances, health, safety, and cross-cultural considerations.

6. Visa Requirements

- A. UOM student data and documentation will be provided by the UOM program director to KU's Office of International Studies to enable them to obtain a J-1 visa. UOM students must show proof of financial support in the amount of \$5,000 to cover living expenses for one semester or \$10,000 for two semesters.
- B. The above information must be received at KU approximately four (4) months preceding the international student/scholar's arrival to the United States.
- C. UOM students are expected to return to Greece immediately following their course of study.

7. Accommodation

UOM students may apply for on-campus accommodations at KU for semester or yearlong exchange programs. On-campus accommodations will be offered on a first-come, first-served basis as space is available. UOM students must sign a housing contract and abide by all applicable rules and policies for living on campus. UOM students may seek housing off campus for the period of the exchange at their own discretion and accept the inherent risks and responsibilities of living off campus. UOM will offer advice and information about finding accommodation but shall not be responsible for providing accommodation for KU students for the period of exchange.

8. Recognition of Academic Achievement

The specific allocation of credits for work undertaken by UOM students at KU to such students' degree requirements at UOM will be left to UOM's discretion. KU agrees to provide a transcript at the end of the period of study, giving details of the courses studied and grades and credits awarded. UOM students will provide details of the KU course curricula and the means of student assessment by providing a copy of the course syllabi to UOM upon their return. UOM will interpret these grades as appropriate and accept the credits gained from KU during the exchange program. At the completion of the course of study, the student will be responsible for ensuring that evaluations and records are forwarded to UOM.

KU students studying at UOM will request approval from KU for the classes they plan to take at UOM prior to the exchange period. KU students participating in the short-term academic performance visits at UOM will register for a School of Music three-hour international cultural exchange course and receive institutional academic credit from KU for their participation in the cultural exchange experience. KU students studying at UOM for one or two semesters will also receive institutional academic credit from KU. UOM agrees to provide a transcript at the end of the period of study, giving details of the courses studied and grades and credits awarded. In determining the academic credit equivalence, UOM will provide details of course curricula and the means of student assessment. KU will interpret these grades as appropriate and accept the credits gained from UOM during the exchange program. At the completion of the course of study, the student will be responsible for ensuring that evaluations and records are forwarded to KU.

9. Compliance with Rules and Regulations

Exchange students will be subject to the rules and regulations of the "Host University," and the laws and procedure of the state and/or country in which the "Host University" is located. The "Host University" will assume no responsibility for a student's conduct or lack of compliance with any of the "Host University's" laws. KU and UOM reserve the right to dismiss any exchange student at any time for academic or personal misconduct in violation of established regulations. The dismissal of a student shall not abrogate the agreement, or the arrangements regarding other students.

10. Faculty Exchange

Up to four (4) KU faculty members will visit, teach ensemble and performance courses, and perform at UOM for each semester of student short-term academic performance visits. Up to four (4) UOM faculty members will visit, teach ensemble and performance courses, and perform at KU for each semester of student short-term academic performance visits. The conditions of faculty exchanges will be determined in advance and agreed upon by the program directors, taking into account the policies of both institutions and the availability of funds and facilities.

11. Program Director

Each institution agrees to appoint a program director to ensure that the terms of this exchange agreement are carried out. This coordinator will serve as the contact person on his/her campus, being responsible for arrangements associated with visits, ensuring that necessary approvals are in place, and the general welfare of the students is supported.

12. Reporting of Sexual Violence and Sexual Harassment

The University of Macedonia shall immediately report any incident in which a Kutztown University student is alleged to be the victim of sexual assault, dating violence, domestic violence, stalking, or sexual harassment to the University Title IX Coordinator, Jesus A. Peña, Esq. Both parties shall agree to cooperate in any investigation of allegations of discrimination, harassment, sexual assault, domestic violence, stalking, or sexual harassment that is conducted by the other party:

Jesus A. Peña, Esq.,
Vice President for Equity, Compliance,
and Liaison for Legal Affairs
Title IX Coordinator
Office of Social Equity
Kutztown University
(610) 683-4700
Fax (610) 683-4798
pena@kutztown.edu

Kutztown University shall immediately report any incident in which a University of Macedonia student is alleged to be the victim of sexual assault, dating violence, domestic violence, stalking, or sexual harassment to the University Title IX Coordinator, Professor Fotini Tsibiridou. Both parties shall agree to cooperate in any investigation of

allegations of discrimination, harassment, sexual assault, domestic violence, stalking, or sexual harassment that is conducted by the other party:

Gender Equality Committee (G.E.C.)
President, Professor Fotini Tsibiridou,
tel. +30 2310 891.426
email; ft@uom.edu.gr

13. Duration and Amendment of Agreement

This agreement shall be in effect for five (5) years from the date of its signing. This agreement may be amended, and/or extended by mutual consent of both institutions for a period beyond its original date of expiration. Either party may terminate this agreement by serving written notice to the other party, provided such request is made at least six (6) months before termination is to become effective. At the end of the third year an assessment will be made of the usefulness and value of the exchange. At that time the agreement may be extended, amended, or terminated. Any termination of this agreement must take into account the rights of students already participating or accepted for an exchange to complete their stay.

University of Macedonia

Date _____
Prof. Stylianos D. Katranidis
Rector

Date _____
Prof. Dimitrios D. Chandrakis
Vice Rector

Kutztown University

Kenneth J. Hawkinson
Date 10-5-20
Dr. Kenneth Hawkinson
President

A. E. Zayaitz, PhD
Date 10-5-20
Dr. Anne Zayaitz
Provost and Vice President for Academic
Affairs

APPROVED AS TO FORM & LEGALITY:

Ann G. St.
Ledger
University Legal Counsel

Digitally signed by Ann G. St.
Ledger
Date: 2020.10.12 09:14:29
04:00

Date: _____