MEMORANDUM OF AGREEMENT
BETWEEN
UNIVERSITY OF NATURAL RESOURCES AND LIFE SCIENCES, VIENNA
AND
COLLEGE OF AGRICULTURE AND LIFE SCIENCES
IOWA STATE UNIVERSITY

In order to formalize the scholarly exchange agreement between University of Natural Resources and Life Sciences, Vienna and Iowa State University, hereafter referred to as BOKU and ISU, the two universities subscribe to the statement of principles and procedures given below and to the terms of agreement attached regarding the responsibilities which each institution undertakes as its part of the reciprocal exchange.

Believing in the critical importance of students gaining an understanding of the interdependence of all peoples of the world, BOKU and ISU agree to the establishment of a reciprocal exchange of students between their respective institutions.

The universities therefore agree jointly to support the exchange of students between the two educational institutions by:

- Establishing a university body, or utilizing existing bodies, to provide oversight to the exchange program and to consider and rule on policy matters relating to the program.
- Selecting on an annual basis two or more students to be considered by the receiving university for admission and placement in an appropriate program of study and/or for placement in a practical training position. BOKU and ISU will send students majoring in Agricultural Sciences, Forestry and Wood Technology, Land and Water Management and Engineering, Food Science and Biotechnology, Landscape Architecture and Planning. Upon mutual agreement, BOKU and ISU may send students majoring in other disciplines.
- Agreeing to accept as equivalent each other’s tuition fee level, residence provisions, length of academic year, teaching methods, examinations, and related provisions.
- Providing pre-departure orientation for own students and post-arrival orientation for guest students by utilizing existing programs or establishing special programs.
- Agreeing to pursue the possibility of expanding this agreement to include staff/faculty visits and exchanges and research projects.

The contracting universities will exchange working schedules covering the cooperation for a period of 1-2 years. These schedules will contain specific terms of participation for each major activity implemented under this agreement. They will become valid when signed by the designated representatives of the two partner universities. They are to be attached to the agreement as annexes and form an integral part of the cooperation agreement. These representatives will also prepare the working schedules for cooperation.

The financing of the planned cooperation activities shall be conducted under the following guidelines:

a) Exchanges of faculty members and technical specialists:
   - If and insofar as there are sufficient funds for the specific purposes at the disposal of the partner institutions, the travel expenses shall be borne by the sending partner, the living costs by the receiving partner. Otherwise exchange faculty shall be compensated entirely by their respective home institution. Every exchange activity that involves university funds has to be agreed upon by the responsible bodies of the institutions.
• The partner institutions shall undertake efforts to raise funds from outside sources, for the exchange of lecturers and/or researchers.

b) Exchanges of students:
• The financing shall be covered by scholarships
• Students exchanged within the framework of this agreement are (at both universities) exempted from paying tuition and fees

This agreement is initially for a five-year period, extendible by mutual agreement

Iowa State University

Wendy Wintersteen, Dean  Date
College of Agriculture and Life Sciences

University of Natural Resources and Life Sciences, Vienna

Ao.Univ.Prof.Mag.Dr. Barbara Hinterstoisser
Vice-Rector for Teaching & International Affairs

Jonathan Wickert  Date
Vice President and Provost

Date
EXECUTIVE VICE PRESIDENT AND PROVOST

TERMS OF AGREEMENT FOR A RECIPROCAL PRACTICAL TRAINING PROGRAM BETWEEN UNIVERSITY OF NATURAL RESOURCES AND LIFE SCIENCES, VIENNA AND COLLEGE OF AGRICULTURE AND LIFE SCIENCES IOWA STATE UNIVERSITY

SELECTION OF PARTICIPANTS

The selection procedure by which practical training candidates are nominated is the responsibility of the sending institution. These candidates will normally be undergraduates but, upon mutual agreement, may be graduates. The agreed ratio for exchange will be one-for-one. The number sent by each institution each year will be decided upon by mutual agreement as will the duration of each student’s stay. If the number of students exchanged is out of balance at the end of the agreement, the agreement will continue until a balance has been reached.

Each institution reserves the right to accept or reject each candidate for admission on the basis of lack of appropriate position availability. It is also understood that certain candidates may be rejected on account of shortage of faculty or lack of student places and other teaching or research facilities.

The acceptance of exchangeees is conditional on obtaining the necessary immigration and travel clearance. The receiving institution will endeavor to assist in obtaining the proper documents. Three months prior to the planned arrival of the students, each institution will send the student information necessary for processing the necessary paperwork, visas and training placement.

STUDENT FINANCES

The costs of lodging, meals, travel, health and accident insurance, supplies and incidental expenses are the responsibility of the individual exchangee, except as the sending institution may determine otherwise.

The receiving institution will provide, in advance, a list of estimated living expenses for each current academic year, for the information of the exchangees.

The exchangees will be entitled to the use of all host university facilities on the same basis as home students.
PRACTICAL TRAINING PLACEMENTS

The receiving institution will assist the student in finding a practical training position relevant to their area of academic study. Placement may be in university or industry. The receiving institution will also assist each student in finding appropriate housing and transportation in relation to the work placement.

It is the intent of both institutions to provide stipends and/or accommodations for students participating in the practical training program. Funding sources for the practical training program may change from year to year, therefore an annual work plan will be drafted each year of the agreement that will outline expected stipends and details of potential costs to the students.

EXCEPTIONS, AMENDMENTS
For conditions of the exchange not covered by this memorandum of agreement or for problems which arise during the course of the exchange agreement, both parties agree to refrain from unilateral action and to consult and negotiate mutually agreeable decisions on such problems as may arise from time to time.

Amendments to the agreement may be made at any time by agreement of the parties through the exchange of letters. Such amendments shall be added in the form of appendices.

This agreement is initially for a five-year period, renewable at this time by mutual agreement. If the number of exchangees is not equal at the end of five years, the agreement will continue until a balance in the number of students exchanged is reached.

Iowa State University

Wendy Wintersteen, Dean
College of Agriculture and Life Sciences

3-28-13

Date

University of Natural Resources and Life Sciences, Vienna

Ab.Univ.Prof.Mag.Dr.Barbara Hinterstoiser
Vice-Rector for Teaching & International Affairs

Jonathan Wickert
Vice President and Provost

4-1-2013

Date

M. 3. 2013

Date
TERMS OF AGREEMENT FOR A RECIPROCAL
STUDENT EXCHANGE BETWEEN
UNIVERSITY OF NATURAL RESOURCES AND LIFE SCIENCES, VIENNA
AND
COLLEGE OF AGRICULTURE AND LIFE SCIENCES
IOWA STATE UNIVERSITY

SELECTION OF PARTICIPANTS
The selection procedure by which reciprocal exchange candidates are nominated is the
responsibility of the sending institution. The candidates may be a mixture of undergraduate and
graduate. The number sent by each institution each year will be decided upon by mutual
agreement and reciprocity will be based on Student Credit Hours.

Each institution reserves the right to require candidates to complete the standard admission
documents and to provide the results of any required entrance examinations.

Each institution reserves the right to accept or reject each candidate for admission on the basis of
regular academic selection criteria and to accord appropriate students status at the time of
admission. It is also understood that certain candidates may be rejected on account of shortage
of faculty or lack of student places and other teaching or research facilities.

The acceptance of exchangees is conditional on obtaining the necessary immigration and travel
clearance. The receiving institution will endeavor to assist in obtaining the proper documents.

Three months prior to the planned arrival of the students, each institution will send to the other
full information on the students nominated to fill the allocated places.

ACADEMIC PROGRAM
ISU will enroll accepted BOKU exchangees as full time special non-degree students for one
regular semester of the academic year. BOKU students may enroll in regular XXX courses for
which they have the appropriate prior study and which are appropriate to the needs of the BOKU
curriculum.

At the end of the academic semester ISU will send to BOKU a report on the academic
achievement of the BOKU students. This report will take the form of an official transcript.

University of Natural Resources and Life Sciences, Vienna will enroll accepted ISU exchangees
as full time special non-degree students for one regular semester of the academic year. ISU
students may enroll in regular University of Natural Resources and Applied Life Sciences,
Vienna courses for which they have the appropriate prior study and which are appropriate to the
needs of the ISU curriculum.

At the end of the academic semester University of Natural Resources and Life Sciences, Vienna
will send to ISU a report on the academic achievement of the ISU students. This report will take
the form of an official transcript.
STUDENT FINANCES
ISU and BOKU students will pay tuition and fees according to the rules of their home university.

Room and meal costs, travel, health and accident insurance, books and supplies, and incidental expenses are the responsibility of the individual exchangee, except as the sending institution may determine otherwise.

The receiving institution will reserve appropriate university housing for each exchangee. Arrangements for other than university housing must be negotiated on an individual basis.

The receiving institution will provide, in advance, a list of estimated living expenses for the information of the exchangees.

The exchangees will be entitled to the use of all host university facilities on the same basis as home students.

Each institution has designated an individual to serve as a point of contact. These officials are identified below:

Univ. of Natural Resources & Life Sciences, Vienna:
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Iowa State University
Wendy Wintersteen, Dean 3-28-13
Dated
University of Natural Resources and Life Sciences, Vienna
Ao.Univ.Prof.Mag.Dr.Barbara Hinterstoesser
Vice-Rector for Teaching & International Affairs

Jonathan Wickert 4-1-2013
Senior Vice President and Provost 3-2013