MEMORANDUM OF AGREEMENT
BETWEEN
UNIVERSITY COLLEGE DUBLIN
AND
IOWA STATE UNIVERSITY

In order to formalize the scholarly exchange agreement between University College Dublin and Iowa State University, hereafter referred to as UCD 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, UCD 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 one or more students to be considered by the receiving university for admission and placement in an appropriate program of study. UCD and ISU will send students majoring in Agricultural Systems Technology (AST) at ISU and majoring in Engineering Technology (Eng Tech) at UCD. Upon mutual agreement, UCD 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 balance of exchangees will be reviewed annually. As a result of the review, numbers of students exchanged in subsequent years will be adjusted based on an expected balance in terms of student credit hours. This agreement is initially for a five-year period, extendible 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

Benjamin J. Allen
Provost

Catherine E. Wotecki
Dean, College of Agriculture

David G. Acker
Assistant Dean, Global Agriculture Programs

University College Dublin

Dr Art Cosgrove
President

Professor Rodney Thom
Dean, International Affairs

Professor Joseph Mannion
Dean, Faculty of Agriculture

Date

Date

Date

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TERMS OF AGREEMENT FOR A RECIPROCAL
STUDENT EXCHANGE BETWEEN
UNIVERSITY COLLEGE DUBLIN
AND
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 will be 3rd year Eng Tech students at UCD and 5th to 7th semester students in AST at ISU. 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 UCD exchangees as full time special non-degree students for one or two regular semesters of the academic year. UCD students may enroll in regular ISU courses for which they have the appropriate prior study and which are appropriate to the needs of the UCD curriculum.

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

UCD 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 UCD 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 UCD 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 UCD students will pay tuition and fees to 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 endeavour to reserve appropriate university housing for each exchangee. If campus accommodation is not available, the host institution will assist the student in finding appropriate alternative accommodation.

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.

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.

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