



Student Exchange Program Agreement Between C.V Raman Global University And Santa María La Antigua University

This supportive agreement on the Student Exchange Program is made by and between **C.V Raman Global University, Bhubaneswar, Odisha, INDIA** (Hereinafter "CGU") **Bidyanagar, Mahura, Janla, Bhubaneswar - 752054, INDIA** and "**Santa María La Antigua University**", **PANAMA** (Hereinafter "USMA") "**Address Ricardo J. Alfaro Avenue, Betania township,**"

Recognizing that:

The Parties believe that the educative process at their respective institutions will be enhanced, and mutual understanding between their respective students increased, by the establishment of a healthy student exchange program between **CGU** and **USMA**.

Agreement hereby as follows:

1. Number of students
 - a. No more than 20 Undergraduate/Post-graduate students from each institution will be exchanged for one year for the offline programs. There will no limitations for the student count participating in Online/Virtual exchange programs.
 - b. Participating students in this exchange program will be selected by their Home University.
2. Period of stay/conduction of the program
The period of stay shall normally be one semester or one academic year.
3. Nomination of Students will be accompanied by:
 - a. The appropriate application form for the Host University;
 - b. A program of study to be undertaken by the student at the Host University.
 - c. A birth certificate or other proof of citizenship (A photocopy of the face page of the student's passport is acceptable);
 - d. The Host University will send a letter of permission to register to the participating students, with copy to the representative appointed at the Home University;
 - e. Both parties define the enrolment dates.
4. Administration of the exchange program



Each Party shall appoint a member of its staff to serve as the representative of the university in its contacts with the other university.

For USMA:

Name: Barbara Barrios

Position: Director of International Affairs and Agreements

Email: bbarrios@usma.ac.pa

Phone: +507 230-8351

For CGU:

Name: Soumya Mishra

Position: International Program Coordinator

Email: soumya@cgu-odisha.ac.in

Phone: +91-9937086585

5. Academic Program

Each student in the exchange program shall pursue an academic program which is developed in consultation with his/her university, and which is not in conflict with the regulations of the Host University. Each student will take courses regularly offered at the Host University, and will have all the rights and privileges enjoyed by other students on that campus, but remain subject to the regulations of their Home University as well as the Host University. Students participating in the program shall be subjected to the rules, regulations and discipline of the Host University in which they are enrolled. The Host University will provide official academic transcripts to students' Home University, as soon as possible after the end of the student's stay at the Host University.

6. Living Expenses and accommodation

a. Each institution agrees to accept exchange students within the limitations of this agreement, and may provide support to find accommodation and to integrate into their new social environment, not including financial assistance for expenses, which must be assumed by the student himself.

7. Language Requirements

The mode of teaching and communication will be ENGLISH only.

8. Tuition fees

Based on the reciprocal agreements between CGU, Bhubaneswar and "USMA", **tuition fee is exempted mutually**, students on exchange do not have to pay the tuition at the other university. However, exchange students must be at home university enrolled and pay the home university tuition to keep their student status.

9. Student Responsibilities

a. Each student selected shall satisfy the Home University that s/he has obtained all necessary documents (visa, study permit if needed, etc.) required by the host country

b. Students participating in this offline student exchange program shall, before departure, pay all statutory costs normally required as if they were to continue studying at their Home University. These costs include tuition fees, tax etc.



- c. Students participating under this agreement shall be responsible for the cost of their travel from home to the Host University, and return, and shall be fully responsible for all additional costs associated with their subsistence while in the host country under the terms of this agreement.
- d. Students must subscribe to the Host University health insurance plan, if required, and to an international travel insurance plan to cover personal accident, medical expenses and repatriation of remains.
- e. It is the responsibility of the students to ensure that there is no outstanding balance in their account at the Host University. Any outstanding balance could result in a delay of sending official summary/transcript to the Home University. Once the student is up to date with their commitments, the respective official transcript will be issued.
- f. In the host university, an exchanged student will be subjected to the same rules and regulations imposed on other students belonging to the host university. In the case of virtual/offline exchange programs, a student has to attend all the classes and will be subjected to leaves as per the host university student leave rule.

10. Duration of the Agreement

This agreement shall remain in force for a minimum of five (5) years, from the date of signature by the Parties and subject from time to time to revision or modification by mutual agreement. Representatives from both Parties shall discuss the terms of arenewal at least six (6) months prior to the natural termination of this agreement.

- a. Either Party, by written notice to the other Party no less than six (6) months prior to the end of any calendar year may terminate this agreement at the end of that calendar year.
- b. Notwithstanding the termination of this agreement, it is agreed that any student, who at the date of termination has been accepted to the program and/or has commenced a course of study at the Host University, may complete that course of study under the terms of this agreement.

In Witness Where of the undersigned, being duly authorized by their respective universities, have signed and sealed this Agreement.

Signed in, Bhubaneswar on the 31 of(August), 2022	Signed in, Panama on the 1 of(September), 2022
 President, C.V Raman Global University, Bhubaneswar	 Rector Magnificus, Santa María La Antigua University