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Agreement of Cooperation
between National University "Zaporizhzhia Polytechnic"
Zhukovskyst. 64, 69063 Zaporizhzhia, Ukraine
and Hochschule Offenburg,
Badstr. 24, 77652 Offenburg, Germany

The objective of this Agreement of Cooperation is to implement a university-wide program of student exchange for undergraduate and graduate students as well as staff between National University "Zaporizhzhia Polytechnic" in Zaporizhzhia/Ukraine (NU "Zaporizhzhia Polytechnic" in the following) and Hochschule Offenburgin Offenburg/Germany (HSO in the following).

1. The exchange program shall be administered through the Department of International Affairs and Work with International Students at NU "Zaporizhzhia Polytechnic" and the International Office atHSO.

2. Both universities agree to the exchange of staff and students. Both will dispense with students and staff as far as possible in order to enable their participation in teaching and research programs.

3. Each university may send up to 4 graduate or undergraduate students each year, also for internship purposes. Additional nominations can be accepted subject to capacity and the confirmation by the host university, provided the exchange is based on reciprocity, i. e. an equal number of students from each university participate during the time stipulated by the agreement. Staff exchanges are agreed individually between both institutions.

4. Theduration of the stay of students at the host university is laid down asone or two semesters in most cases. NU "Zaporizhzhia Polytechnic" will accept students from HSO for one semesterfrom September and/or February.HSO will accept students from NU "Zaporizhzhia Polytechnic" for one semester from October and/or March each academic year. The duration of stay of staff is agreed individually between both universities.

5. The nominated students must have completed at least two semesters of study at the home institution before beginning the exchange period (if undergraduate) and have demonstrated superior academic achievement and fluency in the language of instruction at the host institution.At HSO, students who wish toattend German-taught classes should be able to prove at least B1-level German language skills (CEFR) (B2-level is recommended).

Students who wish to attend English-taught lectures should be able to prove at least B2-level English language skills (CEFR).

Staff should be able to prove at least B2-level language skills in either German or English language.

All major certificates from reputable providers, such as TOEFL, TOEIC, OLS, Cambridge, IELTS, Goethe, ÖSD and TestDaF are accepted. For native speakers of English, a language certificate is not required.

At NU "Zaporizhzhia Polytechnic", students who wish to attend Ukrainian-taught classes should be able to prove at least B2-level Ukrainian language skills (CEFR).

Students who wish to attend English-taught lectures should be able to prove at least B2-level-level English language skills (CEFR).

Staff should be able to prove at least B2-level language skills in either Ukrainian or English language.

6. While students nominated by the home university will generally be accepted by the host university, the latter reserves the right to make the final decision concerning the admission of applicants.

7. HSO will forward a list of the students nominated for the exchange program each year, including the documents required by March 1(for the following autumn semester) or September 1(for the following spring semester). NU "Zaporizhzhia Polytechnic" will inform HSO of the final decision concerning admission as soon as possible.Dates and application documents for staff exchange are agreed individually between the institutions.

8. NU "Zaporizhzhia Polytechnic" will forward a list of the students nominated for the exchange program including the documents required by HSO each year by April1 (for the following winter semester) or October1 (for the following summer semester). HSO will inform NU "Zaporizhzhia Polytechnic" of the final decision concerning admission as soon as possible.Dates and application documents for staff exchange are agreed individually between the institutions.

9. Each host institution will ensure that students and staff receive the documents necessary for visa purposes. It is the responsibility of the individual student or staff to apply for their visa in time.

10. Students accepted by HSO will have the status of a "non-degree student". Students accepted by NU "Zaporizhzhia Polytechnic" will have the status of a "non-degree student" at the undergraduate or graduate level.

11. Each staff will be hosted as guest lecturer/researcher and he or she remains employed at his or her home institution.

12. Students from NU "Zaporizhzhia Polytechnic" may enroll at HSOin all courses offered,subject to the usual university regulations and policies. Students from HSO may enroll at NU "Zaporizhzhia Polytechnic" in all courses offered,subject to the usual university regulations and policies.

13. Any academic credit that the student receives from the host institution is transferable to the home institution in accordance with procedures determined by the home institution.

14. HSO exempts visiting students from tuition and examinations costs to the total amount of currently 1,500 €. NU "Zaporizhzhia Polytechnic" exempts visiting students from tuition and examinations costs to the total amount of currently 1,100 € for Bachelor students and 1,200 € for Master students. However, student-support fees and student-representation fees have to be paid at the host institution (currently 65,00 € at HSO).

15. Exchange students shall provide individually for all other personal expenses, including living expenses, transportation costs, passport and visa procurement costs, books and other educational materials, etc.

16. Both universities will take care that their members have a health insurance policy valid for the country of destination.

17. Both universities will assist the exchange students and staff in all practical and academic matters, especially concerning accommodation and academic integration at the host institution.

18. Each institution reserves the right to dismiss an exchange student or staffat any time due to academic or personal misconduct. The dismissal of a student or staff shall not abrogate the agreement regarding other participants.

19. After completing their studies at the host university, the exchange students must return to their home university. No extension will be authorized unless otherwise agreed on by the home university.

20. Both universities agree to further the publication of important research papers in scientific journals or academic periodicals as well as the exchange of academic publications.

21. This Agreement of Cooperation may be altered or amended based upon mutual arrangement.

22. Either university may terminate the agreement by giving written notice ten months prior to the beginning of an academic year. Mobilities that have already started may be continued until their end.

National University
"Zaporizhzhia Polytechnic"

Prof. Dr. Viktor Greshta
Rector

Zaporizhzhia, 31.07.2023

Hochschule Offenburg

Prof. Dr. Stephan Trahasch
Rector

Offenburg, 8.11.23

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