

**STUDENT EXCHANGE AGREEMENT
BETWEEN
LOMONOSOV MOSCOW STATE UNIVERSITY
AND
SHARIF UNIVERSITY OF TECHNOLOGY**

In the interests of expanding educational opportunities and furthering of international understanding, Sharif University of Technology, Islamic Republic of Iran (SUT hereinafter) and Lomonosov Moscow State University, Russian Federation (MSU hereinafter) agree to facilitate the educational exchange of students.

1. Duration of Exchanges

- 1.1. Each institution agrees to exchange individual students for a semester or an academic year.
- 1.2. Students participating in the Exchange Program should be enrolled in the Host Institution for no longer than 1 (one) academic year, except for situations agreed by both parties in advance.
- 1.3. The parties agree to equal amount of educational services to be provided and ensure equivalence of the Exchange Program throughout the term of the Agreement.
- 1.4. The parties acknowledge that 2 (two) exchange students enrolled in the Host Institution for 1 (one) semester are equivalent to 1 (one) exchange student enrolled for 1 (one) academic year.
- 1.5. The parties will annually, in written form agree on the amount of students willing to participate in the Exchange Program for the following year before the 20th of February.
- 1.6. The parties will document annually the number of students exchanged to ensure the number of students is equal.

2. Number of Students to be Exchanged

- 2.1 Each institution may send up to two (2) students each year for a full year or up to four (4) students for a semester.
- 2.2 However, this number may be increased by mutual written consent.

3. Principles of Exchange Program Implementation

- 3.1 The main objective of this Agreement is to provide exchange students with an agreed level of educational services and equivalence of the Exchange Program. The number of the educational services would be measured in units (credits) / total number of academic hours (including in class trainings) where

every unit (credit) is equivalent to total number of academic hours of general study load (including contact hours).

- 3.2 The volume of educational services provided by both parties under the terms of the Agreement will be documented annually throughout the duration of the Exchange Program. The main aim is to provide an equal volume of educational services by both parties within a 3 (three) year period, as well as throughout the duration of the Agreement.
- 3.3 To achieve parity in the volume of provided educational services, the parties will agree to follow the semester plan of academic student exchange schedule, which is subject to annual review.
- 3.4 The parties agreed to annually fix the actual number of sent and accepted students in order to maintain a balance in their number. The parties agree to sign a report on the number of educational services provided at the end of each academic year.
- 3.5 Where there is unequal provision of educational services within a year, the parties agree to modify the number of students participating in the Exchange Program the following year to rectify the imbalance.
- 3.6 In case of termination of the Agreement the party that provided a smaller number of educational services is required to rectify the imbalance within 1 (one) year.
- 3.7 The imbalance of the educational services would be rectified by student exchange only. No financial recompense and no reimbursement would be required.
- 3.8 Every student participating in the Exchange Program would be required to sign the Learning Agreement which contains the terms of participation in the Exchange Program. The duration of studying, a list of prospective subjects with an indication/ detailing the amount of cumulative hours, the amount of class hours and the amount of credits (in accordance with both the system of the university and the UCTS system) would be outlined.

4. Tuition and Other Fees

- 4.1 Provided they have paid the appropriate fees to their home institution, exchange students exempt from paying tuition fees at the host university.
- 4.2 Fee paying students will pay all the usual international student tuition and fees.

5. Financial Responsibility

Exchange students should be covered by comprehensive health insurance which is valid in the host country and host institution. Exchange students shall be

responsible for their own expenses including accommodation costs, food, travel expenses, textbooks and other personal expenses. The host institution will assist the exchange student to find initial accommodation wherever necessary.

6. **Dependents**

The obligations of each institution under this agreement are limited to the exchange of students and do not extend to spouses or dependents. Expenses of accompanying spouses and dependents are the responsibility of the exchange student.

7. **Student Eligibility**

In order to promote quality education, each university agrees to designate only well-qualified individuals for participation in the program. Each university agrees to provide the home university with an individual list of academic results achieved by each student and a letter of recommendation. Students must meet language proficiency requirements as established by the host institution.

8. **Balancing the Exchange**

Parity in numbers of exchange students is the objective of the agreement. However, each party should be prepared to consider a disparity in any given semester or year during the period of the agreement. Short term imbalances are acceptable but the partners agree to try to keep the imbalances on either side to 2 or 3 semesters or the partner who has received the extra students can refuse to receive more exchange students until the exchange is balanced. Imbalances shall be resolved by the end of the period of agreement.

9. **Acceptance Procedures**

9.1 The students participating in the exchange program under the terms of this Agreement shall be selected initially by the home institution, and the host institution shall make the final admission decisions in each case.

9.2 The Parties acknowledge that the host university may not allow the Exchange Program participant to register for academic disciplines in addition to the Learning Agreement Compliance Protocol, signed by the dean of the relevant faculty of the sending university, for which certain restrictions exist; or the host university may introduce the additional criteria to the student for the registration.

10. **Academic Status of Students**

10.1 All students will remain enrolled as regular degree candidates at the home institution and will not be enrolled as candidates for degrees at the host institution.

10.2 Students are expected to maintain the equivalent of a full course load at the host institution.

10.3 Students enrolled in the host institution will be subject to the same rules and regulations as local students.

10.4 The following categories of undergraduate and graduate students is not allowed to participate in studies at the partner university within the framework of the Exchange Program:

- being on academic leave, maternity leave, child-care leave;
- having academic debts;
- students, who have a contract for the provision of paid educational services, if they are having a debt of tuition fees, including a payment for the period of participation in the Exchange Program.

11. Record of academic performance

The host university will provide the exchange students with the record of their academic performance (certificate). Each exchange student shall determine the study program at the host institution in consultation with academic advisors of both the home and the host institution. The home institution commits itself to recognize courses taken and exams passed at the host university by exchange students according to its own regulations.

12. Exchange Coordinator

Each institution shall designate an officer for general program administration, and shall inform the other institution of any changes in these arrangements. The officers shall be in regular contact with each other to make arrangements necessary to implement this Agreement.

13. Use and Protection of Personal Data

13.1 Both parties agree that any personal data of Exchange students will be:

- Collected, processed, stored, used and shared in accordance to current personal data laws;
- Provided to another party where it is allowed by the law;

13.2 Each party agrees that information about the policies on personal data will be exchanged throughout the duration of the Agreement.

14. Commencement and Duration of the Agreement

This Agreement shall enter into force on the date of its signing by both institutions and shall remain in force for five (5) years.

Both universities may at any time review this agreement and the actions taken under it. Modifications to this agreement may be made only in writing by mutual consent.

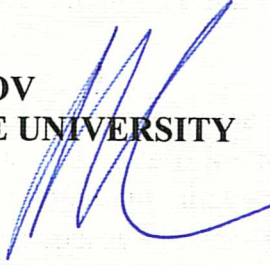
The agreement may be extended upon its expiry with the written agreement of both universities.

Either of the universities may terminate this agreement by written notification to the other university six months prior to the desired date of termination. The termination of this agreement shall not affect the implementation of the exchanges or programs approved under it prior to such termination.

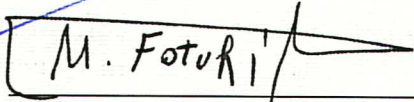
This agreement is signed in two copies in English.

**FOR LOMONOSOV
MOSCOW STATE UNIVERSITY**

**FOR SHARIF UNIVERSITY OF
TECHNOLOGY**



Prof. Victor A. Sadovnichiy
Rector



Prof. Mahmoud Fotuhi Firuzabad
President

15/07/2020
Date

July 15, 2020
Date