



**MEMORANDUM OF UNDERSTANDING
BETWEEN
MALTEPE UNIVERSITY, ISTANBUL, TURKIYE
AND
INTERNATIONAL UNIVERSITY OF SARAJEVO, BOSNIA AND
HERZEGOVINA**

In order to promote the cooperation in the fields of education, science and technology based on the principle of reciprocity and equality, Maltepe University, Istanbul, Turkiye and International University of Sarajevo, Bosnia and Herzegovina (hereinafter referred to as the "Parties") have agreed as follows:

**Chapter 1.
General Rules**

Article 1 (Definitions)

For the purpose of this Agreement, the following definitions shall apply:

- a. The "Parties" shall mean both Maltepe University and International University. "Home Institution" shall mean the institution in which a student is formally enrolled as a degree candidate.
- b. "Host Institution" shall mean the institution that has agreed to receive students from the home institution for a period of study on a non-degree basis.

Article 2 (Areas of Exchange and Cooperation)

The areas of exchange and cooperation between the Parties may include:

- a. Exchange of students.
- b. Exchange of faculty members, staff and researchers for research and education.
- c. Promotion of joint research projects on matters of mutual interest.
- d. Mutual invitations to seminars, symposia, other meetings and training in the educational, scientific and technical fields.
- e. Exchange of academic materials, publications and information.
- f. Any other forms of cooperation mutually agreed upon between the Parties.

Article 3 (Additional Consultation)

If certain contents are not mentioned in the MoU or there are additional matters for further exchange and cooperation, the Parties shall add certain contents or draw up another detailed agreement based on mutual consent.

Article 4 (Mutual Agreement Execution)

The Parties sincerely execute the contents of the MoU according to the faith and sincerity.

CHAPTER 2. Exchange Student Program

Article 5 (Eligibility)

The followings are requirements for applicants of the exchange student program:

- a. The exchange student program shall be open to both undergraduate and graduate students.
- b. Students must have completed at least one (1) year or equivalent at the Home institution.
- c. Students must meet language proficiency requirements as established by the Host institution.

Article 6 (Number of Exchange Students)

The Parties shall send and accept up to (10) students every year. The maximum number of students for exchange may be amended by mutual consent of the Parties.

Article 7 (Balance)

The Parties will endeavor to achieve balance in the number of their students participating in the exchange student program over a certain period of time.

Article 8 (Duration of Stay)

The Parties agree to exchange undergraduate and graduate students for one semester or an academic year. It can be extended by one semester after approved by the Parties.

Article 9 (Curriculum)

The Parties will provide the list of available courses for the exchange student and the student needs to make the preliminary course selection based on this list prior to arrival. The course list may be subject to change at the time of university enrollment. The student will be allowed to revise their course selection accordingly within the course add and drop period announced by the Parties.

Article 10 (Credits and Evaluation)

The Parties accept the credits of each other. The credits will be conferred according to the regulations of the Home institution. The Host institution will transmit the academic record of each exchange student to the Home institution.

Article 11 (Tuition and other Expenses)

- a. The students will pay his or her tuition to the Home institution. Participants will be exempt from paying tuition fees to the Host institution.
- b. The students are liable to pay for dormitory fees, meals, living costs, travel expenses and other expenses.

Article 12 (Health Insurance)

Each participant should purchase his or her own health and accident insurance. Proof of adequate insurance coverage must also be submitted to the international office of each institution.

Article 13 (Observance)

Each participant is subject to the rules and regulations of the Host institution during the period of exchange.

Article 14 (Other Facts)

- The Parties shall endeavor their best efforts to provide accommodation for exchange students during the semester or term period.
- The Parties shall endeavor their best efforts to provide documents required for a visa and residence permit card for exchange students according to the laws and regulations.
- The Parties shall ensure that exchange students are fully informed of the contents of the Agreement and there shall be an orientation for them given by each party.

CHAPTER 3.

Validity, Amendment, and Termination

Article 15 (Validity, Amendment and Termination)

The MOA shall be effective from the signing date by the Parties and continue to be in full force for a period of five (5) years.

Article 16 (Amendment and Termination)

- This Agreement shall be automatically extended for a successive three (3) years period of time, unless either Party gives the written notice to the other party notifying its intention not to renew no later than six (6) months prior to the expiration.
- The Agreement on Student Exchange may be amended or terminated by mutual consent, if proposed by the Parties.
- In case of termination, all students will be allowed to at least complete the semester in which they were enrolled when the written notice was given.

IN WITNESS WHEREOF, the Parties have prepared two (2) copies of this agreement in English, seal registration, and keep one (1) copy each.

Prof. Dr. Edibe SÖZEN

Signatory:

Position: Rector

Date:

30.01.2024

Prof. Dr. Ahmet YILDIRIM

Signatory:

Position: Rector

Date:

31.01.2024
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