



PRACTICUM EXCHANGE PROGRAM AGREEMENT

BETWEEN

THE UNIVERSITY OF NEW SOUTH WALES

AND

INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR

INTRODUCTION

In furtherance of their mutual interests in teaching and research; desire to strengthen mutual contact; and as a contribution to increased international cooperation the University of New South Wales, Sydney, Australia (hereafter referred to as "UNSW") and Indian Institute of Technology Kharagpur, India, (hereafter referred to as "IIT Kharagpur") have entered into the following Agreement.

1. SCOPE OF THE AGREEMENT

1.1 OBJECTIVES

The purpose of this Agreement is to establish the terms and conditions under which the exchange of research exchange students pursuant to clause 1.4 below between UNSW and IIT Kharagpur shall take place. The terms and conditions of the Agreement apply to both undergraduate and/or postgraduate students attending UNSW or IIT Kharagpur.

The obligations of UNSW and IIT Kharagpur under this Agreement extend only to the research exchange students. If a research exchange student is accompanied by a spouse or dependent, such spouse or dependent is the sole responsibility of the research exchange student.

1.2 SCOPE

- a. IIT Kharagpur research exchange students may apply to all academic fields at UNSW except in the Australian Defence Force Academy and the AGSM MBA Program.
- b. UNSW research exchange students may apply to all academic fields at IIT Kharagpur.

Henceforth the university accepting research exchange students will be referred to as the "Host University". The university providing research exchange students will be referred to as the "Home University".

1.3 PERIOD OF EXCHANGE

- a. The first exchange of research exchange students between UNSW and IIT Kharagpur pursuant to this Agreement shall commence in the academic year 2012.
- b. Where possible, each research exchange student will be made on a one-to-one equal exchange basis. The exchange will be calculated in numbers of students per academic semester. However, if the number of students exchanged between UNSW and IIT Kharagpur is not in balance each academic semester, an approximate balance should be achieved over the period of the Agreement.

1.4 RESEARCH EXCHANGE PROGRAM

- a. UNSW and IIT Kharagpur each agree to accept up to 2 (Two) research exchange students from the other university each academic year on a research exchange program (the "Program"). This number may be varied by agreement between the Host University and the Home University.
- b. The Program at UNSW is administered through the Practicum Exchange Program. The Program allows IIT Kharagpur students who wish to attend UNSW to obtain research experience or professional/ industrial practice to do so. IIT Kharagpur research students admitted to the Program are not permitted to enroll in coursework courses at UNSW but will be enrolled as full time non-degree students. As such, IIT Kharagpur research students will not be provided with an official transcript from UNSW at the end of their participation in the Program.
- c. The Program at IIT Kharagpur is administered through Office of the AA&IR. The Program allows for UNSW students who wish to attend IIT Kharagpur to obtain research experience or professional/ industrial practice to do so. UNSW research students admitted to the Program are not permitted to enroll in coursework courses at IIT Kharagpur but will be enrolled as full time non-degree students. As such, UNSW research students will not be provided with an official transcript from IIT Kharagpur at the end of their participation in the Program.

2. IMPLEMENTATION OF THE AGREEMENT

2.1 TUITION FEES AND OTHER COSTS

- a. Both UNSW and IIT Kharagpur agree to waive tuition charges for the research exchange students they accept under this Agreement on a reciprocal basis.
- b. IIT Kharagpur research exchange students applying for admission to the Program at UNSW will be charged an application fee to assist with the processing of their application. Similar fees may be charged to UNSW students visiting IIT Kharagpur as per rules.
- c. All research exchange students participating in the Program are required to purchase appropriate accident and health insurance and any other insurance required by the Host University or the country in which the Host University is located. All insurance must cover the period of the Program. All research students participating in the Program must provide to the Host University proof acceptable to the Host University that appropriate insurance had been purchased.

- d. All research exchange students attending UNSW/IIT Kharagpur who are not Australian/Indian citizens must obtain overseas student health cover through an approved Australian/Indian Government provider as a condition of obtaining a student visa.

2.2 SELECTION, ENROLMENT, ACCREDITATION AND PREPARATION

- a. Participating research exchange students will be selected by their Home University on the basis of the research exchange student's previous academic merit and each research exchange student will be enrolled as a full-time non-degree enrolment at the Host University.
- b. Each nomination of a research exchange student by the Home University to the Host University will be accompanied by an official academic record for that research exchange student and the relevant Application for Admission form for research exchange students.
- c. The Home University will advise the Host University of any particulars such as known health problems which might affect the research exchange student's progress, or which mean that the student may require special assistance.
- d. UNSW and IIT Kharagpur shall agree on the number of research exchange students that each university will provide to, and accept from, the other university 3 months in advance of; the commencement of the Program.
- e. The Host University reserves the right to reject prospective research exchange students on academic grounds, in which case the Home University may nominate alternative students, as applicable, for consideration by the Host University.
- f. Neither the Home University nor the Host University will, on the grounds of race, colour, national origin, sex, sexual preference, or creed, exclude prospective research exchange students from participation in the Program.
- g. Research exchange students will be subject to the academic requirements and rules of conduct of the Host University. The Home University will advise their students of the academic and cultural expectations of the Host University.
- h. Amendments to the Australian *Migration Act 1958* (Cth) make it mandatory for all international students to advise UNSW of their residential address, and of any subsequent change of address.
 - i. Accreditation for the work carried out by a research exchange student during the period of his or her participation in the Program, will be at the discretion of the student's Home University.
 - j. Students selected for participation in the Program will be required to have sufficient knowledge of the language appropriate to the Host University to carry out their studies and research at the Host University.
 - k. UNSW and IIT Kharagpur each agree to advise research exchange students about their courses and programs consistent with the policies of the Host University and applicable state and federal laws in the country in which the Host University is located. In the case of Australia, this particularly refers to the *Education Services for Overseas Students Act 2000* (Cth) ("ESOS Act") of the Australian Parliament.
 - l. Under the ESOS Act, UNSW must ensure that the following information is provided to prospective research exchange students before they enrol with UNSW; a general description of

the course content; the qualification or accreditation gained on successful completion of the course; the duration of the course; the teaching methods used on the course (including any field trip or work experience requirements); the assessment methods used on the course; and a general description of the facilities, equipment and learning resources available. This information is provided electronically, on UNSW's official website. IIT Kharagpur will direct prospective exchange students and prospective research students to UNSW's official website.

- m. UNSW is also required by the ESOC Act to provide to each research exchange student for whom UNSW is the Host University an itemised list of all fees payable by UNSW students and UNSW must identify itself by its official registration number in all publications and materials. The Australian Government maintains a database listing Australian institutions that offer courses to international students, together with the courses that each institution offers, known as the *Commonwealth Register of Institutions and Courses for Overseas Students* ("CRICOS"). The UNSW Registration Number, called the "CRICOS Provider Number" is **00098G**. UNSW publications, materials and its official website <http://www.unsw.edu.au> all conform to ESOS Act requirements. Both UNSW and IIT Kharagpur will refer all prospective research students and all research students participating in the Program to the official UNSW website in order to comply with the ESOS Act.

2.3 ORIENTATION AND SERVICES

In the spirit of exchange the Host University will facilitate as much as possible, the admission, academic progress, physical relocation and cultural orientation of research exchange students from the Home University.

The Host University will provide research exchange students from the Home University with:

- a. Access to university facilities as full student members of the Host University, including library, sport and Student Union/Gymkhana facilities.
- b. An orientation or induction program, as appropriate.
- c. Information on health insurance requirements and the extent of the medical cover.
- d. Academic and other advisory services.
- e. Assistance in finding housing where possible, in the Host University's residence halls or appropriate off-campus alternatives.
- f. Documents necessary for obtaining a visa.
- g. Appropriate language support to enable research exchange students to cope with the demands of studying in a second language.

Research exchange students from the Home University will each have responsibility for:

- a. Paying Home University tuition fees prior to participation in a student exchange or the Program.
- b. Paying for their own room and board expenses.
- c. Arranging and paying for transportation to and from the Host University.
- d. Arranging and paying for adequate medical insurance.

- e. Any expenses in excess of their medical insurance coverage.
- f. Purchasing textbooks and clothing and for personal expenses.
- g. Obtaining and paying for an appropriate visa.
- h. Settling all other debts incurred by them or on their behalf during the period of the student exchange or of their participation in the Program, as applicable.

2.4 NO AGENCY ARRANGEMENT

- a. Neither the Host University nor the Home University is an agent of the other and neither has any right to act or represent the other or to purport to do so.
- b. Neither University may use the name or logo of the other University except as required for the purposes of this Agreement without the prior agreement in writing of the other University.

3. CO-OPERATIVE RESEARCH

- 3.1 Co-operative research is to be encouraged as individual scholars or departments establish contact and develop mutual interests in niche areas. The cost and conditions of such agreements will be negotiated individually.

4. CO-ORDINATION

- 4.1 In order to carry out and fulfill the objectives of this Agreement, management of research exchange students' participation in the Program will be the responsibility of the Global Education and Student Exchange Office, UNSW and the office of AA&IR, IIT Kharagpur.

5. TERMINATION AND MODIFICATION OF THE AGREEMENT

- 5.1 This Agreement will commence on the date of the last signature signed below and will continue in effect for 3 years. After this initial 3 year period, the Agreement may be extended for further 5 year periods where both parties provide prior written consent.
- 5.2 This Agreement may be terminated by either party, provided that written notice of the intention to terminate is given by the terminating party to the other party at least six (6) months prior to the proposed termination date. Commitments already in progress as at the date that the written notice of termination is received by the other party shall be fulfilled.
- 5.3 This Agreement may be modified or altered by written agreement signed by an authorised representative of each of UNSW and IIT Kharagpur.
- 5.4 The Host University shall have the option of terminating a research exchange student's participation in the Program, should a research exchange student breach any laws, regulations or policies of the Host University, or be held by a court of law to have broken any law of the country in which the Host University is located.
- 5.5 The persons responsible for the administration and operation of this Agreement at their respective Universities are the Deputy Vice-Chancellor (Academic) at the University of New South Wales, Australia and the Dean (UGS) for Indian Institute of Technology Kharagpur, India.

For
The University of New South Wales



Professor Richard Henry AM
Deputy Vice-Chancellor (Academic)

Date 13th April 2012

For
Indian Institute of Technology Kharagpur



Prof. S K Som
Dean (UGS)

Date 7th March, 2012