
UNDERGRADUATE STUDENT EXCHANGE AGREEMENT

BETWEEN LOYOLA UNIVERSITY CHICAGO AND
MARY IMMACULATE COLLEGE

In order to promote educational excellence, academic ties and international cooperation, Loyola University Chicago and Mary Immaculate College agree to establish an academic exchange agreement.

1) EXCHANGE PROVISIONS

- a) Loyola University Chicago (LUC) and Mary Immaculate agree to exchange a maximum of three undergraduate students each year for one semester each. At the request of Mary Immaculate, once the current exchange balance (balance at the time of signing) is brought into equilibrium, the two institutions will agree to send/receive equal numbers of students each year so as to ensure that the number of participants is equal at the end of each academic year.
- b) The total number of students may vary from year to year with the exact number to be determined by mutual agreement of the program directors of LUC and Mary Immaculate. A definite number shall be agreed upon by February 1st of the year in which the exchange is to take place.
- c) Either institution may send students for one full academic year rather than one semester term. If this is the case, two students for one semester shall be equivalent to one student for one full academic year.
- d) Each institution shall confirm which courses are available to incoming exchange students, reviewed on an annual basis, via its web pages or other method of delivery.
- e) Each institution will designate a member of its faculty or administrative staff as program director of the exchange program. The program director shall be responsible for soliciting and selecting candidates, advising them relative to their academic work while at the host institution, and managing pertinent records.
- f) LUC will provide on-campus housing to all student participants in this exchange program. Mary Immaculate will facilitate access to housing off-campus and/or provide on-campus housing to all student participants on this exchange program.

2) EDUCATIONAL REQUIREMENTS

- a) Each institution shall decide the criteria of admission and appropriate admission procedures. Student participants will have successfully completed at least one full academic year at the home institution prior to attending the host institution.
- b) Exchange students must meet the standard English Language requirements for international students at the time of admission. A TOEFL score of 500 (79 IBT) or a score of 6.5 on the IELTS is required for undergraduate LUC and Mary Immaculate admission and visa issuance.
- c) LUC and Mary Immaculate agree that the administrative and educational requirements of both universities shall be respected in that all rules, regulations, and policies will be followed, including but not limited to admissions standards, academic progress rules, and all codes of student conduct. Students will be held accountable to both the host and home university student codes of conduct while participating in the exchange.

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- a) At the end of a student's stay, an official transcript from the host institution registrar's office must be requested by the student to be sent to the home institution. The transcript will show the courses taken, the number of credit hours earned, and the grades earned. Granting of credits for courses completed at the host institution shall be the sole prerogative of the home institution.

3) FINANCIAL REQUIREMENTS

- a) The student participants in the exchange program will pay the required tuition for full-time study at their home institution and no such tuition shall be charged by the host institution, provided that they do not enroll in more than the standard full-time credit load. Participants will be responsible for paying to their host institution any other fees normally charged to students attending the institution, e.g. lab fees, activity fees, etc.
- b) Mary Immaculate students at LUC are required to live on-campus. Student participants will pay for the cost of on-campus accommodation at LUC, or off-campus/on-campus accommodation at Mary Immaculate. Student participants who remain in their accommodation during vacation periods are responsible for any additional cost incurred. Specific on-campus accommodation rates at LUC and Mary Immaculate may vary from year to year and will be determined annually based upon availability and current housing rates.
- c) Each student will be responsible for arranging the necessary visa and the costs of accommodation, international travel, travel in the host country, books, equipment, consumables, hospitalization, health insurance, and other incidental expenses.
- d) All participants must show evidence of adequate medical and accident insurance. Mary Immaculate students at LUC are required to purchase the University health insurance policy or provide proof of comparable coverage. LUC students are required to purchase overseas emergency medical insurance procured through the Office for International Programs or provide proof of comparable coverage.
- e) All student participants shall provide financial certification acceptable to the host institution as required for visa regulations. LUC and Mary Immaculate will assist students, upon receipt of all documentation, with visa application information and the measures to ensure legal status in their host country.
- f) Neither institution may incur, commit, or authorize financial expenditure on behalf of the other.
- g) Each institution will be responsible for its own costs associated with any activities relating to this agreement.

4) MODIFICATIONS

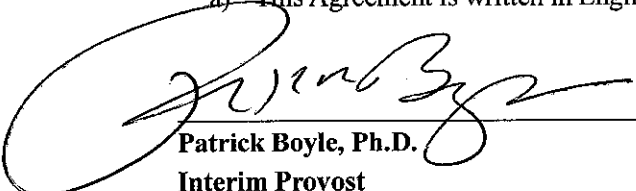
- a) LUC and Mary Immaculate agree to the full and complete performance of the mutual covenants contained herein and that this Agreement constitutes the sole, full, and complete Agreement by and between the parties.
- b) Any amendment or modification to the present text shall be submitted for review to the competent authorities and shall not become binding unless reduced to writing and signed by both parties.
- c) Neither party to this Agreement shall have the right to assign any duty or responsibility arising hereunder without the written consent of the other party.

5) TERMS

- a) This Agreement shall take effect on the date of final signature and shall be for a period of five (5) years.
- b) This Agreement may be renewable on the same terms and conditions for another five (5) years. Notification must be sent to the other party six (6) months prior to the expiration of the agreement, should termination or modification be necessary, otherwise the agreement will renew under the same terms.
- c) This Agreement may be terminated earlier upon ninety (90) days notice by either party, provided that the student participants current in the program are allowed to continue through the conclusion of the academic year then in progress under the terms conditions agreed upon prior to the termination of this Agreement.
- d) Both parties agree to keep the terms of this agreement confidential, and further agree not to disclose or make available to others, any privileged or confidential information received from the other for the duration of this agreement, without authorization of that party.

6) OFFICIAL TEXT

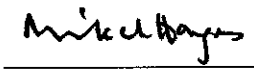
- a) This Agreement is written in English only.



Patrick Boyle, Ph.D.
Interim Provost
Loyola University Chicago

6/10/16

Date



Prof. Michael A. Hayes
President
Mary Immaculate College

2/10/16

Date