

APPENDIX TO THE
MEMORANDUM OF UNDERSTANDING
BETWEEN
THE STATE UNIVERSITY OF NEW YORK AT STONY BROOK, USA
AND
THE CHINESE UNIVERSITY OF HONG KONG, HKSAR, CHINA

EXCHANGE OF STUDENTS

This Appendix to the Memorandum of Understanding between the State University of New York at Stony Brook ("Stony Brook") and the Chinese University of Hong Kong ("CUHK") is made this 3rd day of August, 2005.

The Universities agree as follows:

1. Number of Exchange Students and Duration of Exchange

- (a) Commencing with the 2006/2007 academic year, and for each year thereafter, each University shall annually nominate four (4) full-time equivalent undergraduate students for admission as exchange students to the partner University. Any variation in the number of students exchanged each year shall be negotiated and agreed by the two universities before nomination of students.
- (b) The period of exchange may be one academic semester or one academic year. CUHK's first semester is from September to end of December; the second semester is from January to end of May. Stony Brook's first semester is from end of August to December; the second semester is from end of January to May.
- (c) For the purpose of determining the balance of students exchanged, two exchange students participating for one academic semester shall be considered the equivalent of one exchange student participating for one academic year.
- (d) Stony Brook may also nominate students for admission to the summer program offered by CUHK, which shall provide sufficient contact hours to qualify for at least six Stony Brook credits. If CUHK provides the program on a tuition waiver basis, admitted Stony Brook students shall be considered as part of the exchange quota. Every three students CUHK admits into the summer program shall be counted as one full time equivalent student. This may change from time to time, to reflect the duration and academic load of the program.
- (e) If either university is unable to send four (4) full-time equivalent exchange students per year during any given year, then that university may send additional students in the following year to make up for the imbalance in the previous year. Student registration to attend the Host University for one academic semester/year of study shall count towards the exchange quota even if the student fails to complete the semester/year of study for any reason.

- (f) If an exchange imbalance exists at the time of written termination of this Appendix, the university having hosted the larger number of exchange students shall be entitled to rectify any imbalance by sending additional students to the other university under the terms of this Appendix within one year from the date that this Appendix officially terminates.

2. Selection, Course and Enrollment

- (a) Exchange students shall be nominated by their Home University on the basis of the following criteria:
 - (i) Students shall have completed at least one year of university study prior to participation in the exchange, and
 - (ii) Be in good academic standing.
- (b) The Host University shall approve applicants for admission in accordance with its normal and customary admission standards.
- (c) The deadline for Stony Brook to forward completed application packages to CUHK is April 1 for the first semester admission and October 2 for the second semester admission. The deadline for CUHK to forward completed application packages to Stony Brook is March 15 for the first semester and October 15 for the second semester. The Host University will inform the Home University of final admission decisions within 2 months of the application deadline.
- (d) Exchange students shall pursue an academic program developed in consultation with the student's Home University. Exchange students may apply to enroll any course where they meet the Host University's qualification and language proficiency requirements, with the exception of courses offered at CUHK by the Faculties of Education and Medicine, and Putonghua/Cantonese courses designated for degree candidates. It is understood that course prerequisites, quota limitations, normal timetabling and scheduling constraints apply to all students.
- (e) Students must be enrolled in a full-time course load at the Host University for the duration of the program in accordance with the student's degree program.
- (f) Academic credit received during the course of the program may be transferred to the Home University in accordance with the appropriate regulations of the Home University.
- (g) Exchange students shall be subject to the rules, regulations and discipline of the Host University and all relevant local laws.
- (h) The Host University shall provide the Home University with an official transcript on each exchange student at the completion of the exchange.

3. Fees

- (a) Exchange students shall pay tuition and application fees to the Home University in accordance with the policies of that university. Neither university will make charges upon the other or upon the exchange students for payment of tuition or application fees.
- (b) Stony Brook students registered as undergraduate exchange students at CUHK may, within reasonable limitations specified from time to time, enroll in approved Chinese language courses for international students at CUHK.
- (c) Each University will do its best to assist exchange students to find housing accommodations on or near the campus.
- (d) Exchange students shall obtain personal health and hospitalization insurance coverage. Each University shall provide the same access to basic outpatient health care to exchange students as is available from their respective University Health Service for domestic students. Exchange students admitted to Stony Brook shall enroll in the mandatory SUNY insurance program and shall be responsible for any deductible costs related to health care services. Medical expenses that exceed the coverage provided by such insurance shall be borne by the exchange student and his/her family.
- (e) Exchange students shall be responsible for their own international and domestic travel arrangements and associated costs, as well as expenses for housing, meals, study materials, local transportation, personal needs, passport, visa applications and all other general living expenses.
- (f) The Host University shall assist incoming students to obtain visas and other documents required by current entry and visas requirements of the host country. To comply with host country regulations, exchange students may be required to provide a guarantee that they have financial resources sufficient to meet all expenses.


4. Amendment, Renewal and Termination

- (a) This Appendix to the Memorandum of Understanding shall take effect from the date first above written for a period of five (5) years and may be modified or revised by mutual written consent of the two Universities.
- (b) This Appendix may be renewed by mutual agreement through an exchange of letters confirming the renewal.
- (c) This Appendix may be terminated by either party provided that six months written notice is given to the other party. In the event of cancellation of this Appendix, each University shall provide all normal and customary academic and support services as outlined herein for the current group of exchange students until the end of their exchange.


IN WITNESS WHEREOF,

For the State University of New York
at Stony Brook


For the Chinese University of
Hong Kong




Professor Shirley Strum, Kenny
President



Professor Lawrence J. Lau
Vice-Chancellor

 11/10/05

Dr. William Arens
Dean, International Academic Programs



Mr. Thomas Wu
Director of Academic Links