

STUDENT EXCHANGE APPENDIX
to the
MEMORANDUM OF UNDERSTANDING
between
STATE UNIVERSITY OF NEW YORK AT STONY BROOK
and
YOKOHAMA CITY UNIVERSITY

In accordance with Section II of the Memorandum of Understanding between the State University of New York at Stony Brook (hereinafter SBU) and Yokohama City University (hereinafter YCU), the following mechanisms designed to encourage and facilitate the exchange of undergraduate students are hereby established:

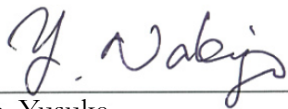
1. Students are to be exchanged for one full academic year or for one semester.
2. The number of students to be exchanged each year shall be determined by mutual consent no later than February 1 of the preceding academic year. SBU and YCU agree to achieve for full reciprocity for the student exchange within three years. This balance may be achieved by an exchange of an equal number of students or other academic exchanges.
3. Study Abroad Conditions
 - I) In the event that there is an imbalance in the number of students wishing to exchange, the parties may agree to establish a Study Abroad program additional to the above student exchange program for students from the home institution to study at the host institution.
 - II) Students enrolled in such a Study Abroad program will be subject to all of the exchange conditions listed within this Appendix with the exception of tuition waivers.
 - III) Study Abroad students may incur a specified fee as agreed to by the institutions.
 - IV) Payment of fees for Study Abroad students undertaking studies at the host institution will be in accordance with the fee collection procedures of the host institution.
4. Initial selection of students will take place at the home institution; however, the host institution reserves the right to deny admission to any student not meeting its general admission criteria. Students participating through SBU may be from other SUNY or U.S. institutions, registered through SBU.
5. Student application should be received at the host institution no later than March 15 for fall admissions and October 15 for spring admissions.

6. Each host institution shall assist incoming students in arranging accommodation. Students shall be responsible for their own housing and meal costs.
7. Students shall be responsible for tuition and university fees. Where reciprocity exists, the host institution shall waive tuition for incoming students.
8. Students shall be required to enroll in the mandatory insurance program of the host institution and shall be responsible for all deductible costs related to health care services.
9. Students must be enrolled in a full-time course load at the host institution for the duration of the program and in accordance with the student's degree program.
10. Students shall be free to choose courses from the full range of courses available at the host institution, provided they satisfy course prerequisites and if required, departmental consent.
11. Students shall comply with all rules and regulations of the host institution, including relevant academic standing and conduct requirements.
12. Students who participate in the exchange program will not be degree candidates at the host institution.
13. At the end of a student's program overseas, the host institution shall send to the home institution an official record of coursework completed at the host institution on the request of the student.
14. Each institution shall assess the academic work completed at the other institution and shall award credit to its students in accordance with its own academic policies and regulations. Neither institution shall be liable for the acts of the other or for the acts of students participating in this exchange.
15. The host institution shall assist incoming students to obtain visas and other documents required for entry to the host country. To comply with host country regulations, exchange students shall be required to provide a guarantee that they have financial resources sufficient to meet all expenses.
16. This Appendix shall be in effect for the same period as the Memorandum of Understanding and may be adjusted in writing upon mutual agreement of the two parties. For matters not covered in Appendix, the universities shall consult their Memorandum of Understanding.

The following parties have executed this Appendix as of the dates set forth below.

For Yokohama City University

For the State University of New York at Stony
Brook



Nakajo, Yusuke
Vice President/Director, Global Education
Center

Date: *July 21, 2020*



Jun Liu, Ph.D.
Vice President/Vice Provost for Global Affairs

Date: **July 16, 2020**