



**서울시립대학교**  
**UNIVERSITY OF SEOUL**



**Stony Brook**  
**University**

## **STUDENT EXCHANGE AGREEMENT**

between

**STATE UNIVERSITY OF NEW YORK AT STONY BROOK**

and

**UNIVERSITY OF SEOUL**

The State University of New York at Stony Brook (hereinafter referred to as “SBU”) and the University of Seoul (hereinafter referred to as “UOS”) agree to establish the following mechanisms designed to encourage and facilitate the exchange program of undergraduate students (hereinafter referred to as “Program”).

### **1. Duration of Study**

Students are to be exchanged for one full academic year or for one semester. One full academic year exchange is equivalent to two semesters exchange.

### **2. Number of Students**

- a) The number of students to be exchanged each year shall be determined by both institutions by a mutually agreeable date.
- b) SBU and UOS agree to achieve full reciprocity for student exchanges within three years. Reciprocity may be achieved through the exchange of an equal number of students or other academic exchanges, including summer programs. The exchange ratio for other academic exchanges shall be determined by mutual consent.

### **3. Visiting Student Program**

- a) In the event that there is an imbalance in the number of exchange students, both institutions may agree to establish a Visiting Student Program for students from the home institution to study at the host institution.
- b) Students enrolled in the Visiting Student Program will be subject to all of the conditions listed within this Agreement with the exception of tuition waivers.

### **4. Student Application**

- a) Initial selection of students will take place at the home institution; however, the host institution reserves the right to deny admission to any student who does not meet its general admission criteria.
- b) Student application should be received by the host institution by its respective deadlines.

- c) Students participating through SBU may be from other SUNY campuses, registered through SBU.

**5. Tuition and Other Fees**

- a) Students shall pay all required tuition and fees to their home institution in accordance with the policies of the home institution. The host institution will provide tuition waivers to exchange students, but both exchange students and students in the Visiting Student Program are subject to university fees of the host institution.
- b) Students shall be responsible for their travel and living expenses, including, but not limited to, accommodation, meals, insurance and healthcare costs.
- c) Students shall enroll in the health insurance program and are required to comply with specific insurance requirements of the host institution.

**6. Course Registration**

- a) Students must be enrolled in a full-time course load at the host institution for the applicable duration of the students' study.
- b) Students may choose from a wide range of courses available at the host institution, provided they satisfy course prerequisites and if required, obtain departmental consent.

**7. Academic Standing and Record**

- a) Students who participate in the Program will not be degree candidates at the host institution.
- b) 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.
- c) 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.

**8. Student Support**

- a) The host institution shall assist incoming students in arranging housing accommodations on campus.
- b) 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, students shall be required to provide a guarantee that they have financial resources sufficient to meet all expenses.

**9. General Requirements**

- a) Student shall comply with all rules and regulations of the host institution including relevant academic standing and conduct requirements.
- b) Neither university shall be liable for the acts of the other or for the acts of students participating in the Program.

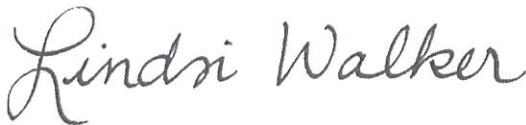
**10. Additional Terms**

- a) This Agreement is established for a period of five years, effective on the date of signing.
- b) In order to enhance the efficacy of their cooperative activities, SBU and UOS agree that it shall be possible to introduce changes and additions to the Agreement by means of mutually agreed upon additional written clauses.
- c) At the end of each five-year period, this Agreement will be automatically renewed by mutual agreement for an additional five years, unless SBU or UOS provide written notification of a decision of non-renewal prior to the expiration date.
- d) A minimum period of six months notice will be required from either institution wishing to terminate the Agreement. In the event of termination, all commitments to students participating in the Program will be honored by relevant institution.

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

For the State University of New York at Stony Brook

For the University of Seoul



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Lindsy Walker  
Interim Vice Provost for Global Affairs  
Date: 5/19/2023

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Ji Hee Song  
Vice President for International Affairs  
Date: 7/6/2023