



MEMORANDUM OF AGREEMENT

ON STUDENT EXCHANGE

BETWEEN



UBON RATCHATHANI UNIVERSITY, THAILAND
and

**THE UNIVERSITY OF THE PHILIPPINES LOS BAÑOS
COLLEGE, LAGUNA, PHILIPPINES**

The University of the Philippines Los Baños (hereafter referred to as **UPLB**), and Ubon Ratchathanee University (hereafter referred to as **UBU**), agree to establish a student exchange program in order to strengthen cooperation by facilitating the advancement of shared goals in teaching, learning and scholarship.

1. The exchange is available for full-time undergraduate students and graduate students.
2. The exchange will be in accordance with each institution's mission, academic rules and policies. Thus, participating students are subject to the admission regulations, class performance standards, and other policies of the host and the home institution.
3. Each exchange student will enjoy the same academic rights and privileges enjoyed by the students enrolled at the host university.
4. Undergraduate exchange students must have completed at least one and half (1.5) semesters of their academic program in their home institution. Graduate exchange students must have completed at least one (1) semester in their academic program in their home institution.
5. The exchange will take place every First Semester, Second Semester and Summer term.
6. A participating student may stay in the host institution for at least one (1) semester/term but not more than one (1) year.
7. The credit (number of units) that a student may earn is twelve (12) to eighteen (18) during regular semesters/terms and two (2) to six (6) during Summer term. This does not cover an exchange student who only needs to conduct his/her research or thesis experiment at the host institution and whose credits to be earned will be determined by his/her research advisers from both institutions prior to the student's travel to the host institution.
8. English shall be the medium of instruction in the approved exchange courses except for Language courses.
9. Participating students shall pay local tuition and all other registration fees at their home institution.
10. An exchange student must pay for his/her enrolment in courses which are not part of any academic program in the host institution.

11. A transcript of grades shall be provided by the host university to each exchange student prior to the student's return to his/her home institution.
12. Each participating student will pay for his/her travel, accommodation, meals and insurance costs unless financial aid is available in his/her home institution/country.
13. Assistance in securing accommodation shall be provided by the host university to participating students.
14. Application Documents. Each participating student must submit the following to the host institution:
 - a. Duly accomplished application form
 - b. Approved plan of study
 - c. Letter of recommendation from a supervising professor from the student's home institution
 - d. Official transcript or true copy of grades
 - e. Proof of medical insurance which conforms to the requirements of the host and home institution.
 - f. Proof of English proficiency
15. In case of misbehavior on the part of the student, the host university shall immediately report the details of the case in writing to the home university. In such cases, the host university or its government shall have no jurisdiction to enforce disciplinary action to the exchange student except for acts that are universally accepted as contrary to good manners and right conduct, or contrary to respect for life and property, and other human rights. The home university shall voluntarily withdraw the exchange student who is found to misbehave and/or act in defiance of existing standards, rules, and regulations of the host university.
16. In case of grievances/complaints by an exchange student, the student shall immediately report in writing to his home university the details of the case which shall then be forwarded to the host university for appropriate action.
17. All inquiries and concerns pertaining to the implementation of this Memorandum of Agreement shall be addressed to
 - a. **Dr. Sirintip Boonmee**, Office of the President, Office phone: +66-45-353052, fax: +66-45-288394, email: intercoop@ubu.ac.th, <http://www.ubuenglish.ubu.ac.th>
 - b. **Dr. Jean O. Loyola**, Office of Institutional Linkages, Office phone and Fax: +63-(0) 49-536-2239, email: jeanloyola@yahoo.com, oiluplb@yahoo.com
18. This agreement shall take effect upon approval by both parties and shall remain in effect for an initial period of **five years**. Thereafter it shall be automatically renewed yearly. However, either university may terminate the agreement at the end of a given year by providing six months' notice in writing of such intent. Termination of the agreement will not affect participating students from either institution exchange so that they may complete the agreed-upon duration of their participation.

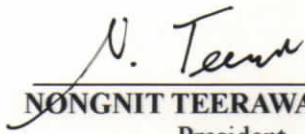
19. For **2013 only**, one exchange student from UPLB will be given scholarship by UBU to participate in the exchange program. The scholarship shall include:

- a. International travel allowance up to thirteen thousand (13,000) Baht
- b. Domestic travel allowance in Thailand up to two thousand three hundred (2,300) Baht
- c. Health insurance not exceeding five hundred (500) Baht
- d. Visa Application allowance not exceeding two thousand five hundred (2,500) Baht
- e. Living allowance not exceeding five thousand (5000) Baht for the duration of the exchange
- f. Required materials during the exchange not exceeding five hundred (500) Baht

Note: For the UPLB student to be reimbursed, receipts for items a, b, c and d shall be presented to UBU.

IN WITNESS WHEREOF, the parties hereunto set their hands on this 1st day of April 2013 at the University of the Philippines Los Baños and 8th day of April 2013 at Ubon Ratchatane University.

UBON RATCHATANEE UNIVERSITY




NONGNIT TEERAWATANASUK
President

**UNIVERSITY OF THE PHILIPPINES
LOS BAÑOS**

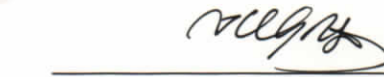


REX VICTOR O. CRUZ
Chancellor

WITNESS:



SIRINTIP BOONMEE
Assistant to the President
for International Relations



JEAN O. LOYOLA
Director, Office of Institutional Linkages