



**MEMORANDUM OF UNDERSTANDING**  
**BETWEEN**  
**FREE UNIVERSITY OF BOZEN – BOLZANO - UNIBZ**  
**AND**  
**FUNDAÇÃO UNIVERSIDADE DO ESTADO DE SANTA CATARINA - UDESC**

With the objective of strengthening their mutual cooperation as well as striving for the promotion of mutual exchanges, **FREE UNIVERSITY OF BOZEN-BOLZANO**, represented by Professor Dr. Walter A. Lorenz, having its address at Piazza Università, 1, 39100, Bolzano, Italy and **FUNDAÇÃO UNIVERSIDADE DO ESTADO DE SANTA CATARINA - UDESC**, represented by its president, Professor Dr. Antonio Heronaldo de Sousa, having its address at Avenida Madre Benvenuta, 2007, Itacorubi, Florianópolis, Santa Catarina, Brazil, have concluded the following agreement:

***Article 1: Fields of Cooperation***

Cooperation between the two universities will be undertaken from the perspective of promoting academic and cultural ties. That cooperation will include educational and research activities in all fields and disciplines offered at the two institutions.

***Article 2: Forms of Cooperation***

1. Both universities agree that their cooperation will include, but not be limited to the following goals:
  - (i) The promotion of exchange of faculty members and/or researchers from both institutions;
  - (ii) Facilitation of the acceptance of faculty members and researches from both institutions who are preparing for their doctoral thesis;
  - (iii) Promotion of collaborative research and collaborative publication of research results by faculty members and researches from both institutions;
  - (iv) Promotion of the exchange of students from both institutions;
  - (iv) Promotion of the exchange of reference data, publications, and academic information and literature.
  - (v) Facilitation of the mutual exchange of administrative and secretarial personnel attached to the academic departments and colleges, research laboratories and centres, libraries, and assorted administrative bodies of each institution.

2. Except for those provisions set forth explicitly in this document, any conditions related to implementing the activities referred to in this Memorandum will be negotiated by both institutions and the concerned parties and agreed to in a written document in advance of commencing the activities.

### ***Article 3: Exchange of Faculty Members and Researchers***

1. Both universities will endeavour to facilitate visits by faculty members and researchers from the other. Visiting faculty members and researchers, including post doc, will comply with administrative procedures required and the regulations of the host university.
2. Both universities may provide economic support for visiting faculty members or researchers from the other institution, but are not required to do so.
3. Both universities will provide assistance to visiting faculty members and researchers from the other university in securing living accommodations, but are not required to provide such accommodations.
4. Both universities will accord to visiting faculty members and researchers from the other institution the use of research space, libraries and other facilities, opportunities to audit lectures free of charge, and to the extent possible other common courtesies generally granted to visiting scholars.

### ***Article 4: Student Exchanges***

1. Both universities will exchange undergraduate, graduate and PhD students.
2. Each university will host a maximum of two (2) exchange students per year. Each exchange under the terms of this Agreement shall be for one or two consecutive, academic semesters, or equivalent, but no longer than two academic semester, or equivalent, in which the student is attached.
3. Each institution shall be responsible for the choice of students participating in the exchange, subject to final approval by the host institution. The participating students from both institutions shall pay enrolment fee to their home institution and then study at the other institution without further charges for tuition fees.
4. The names and preliminary files of selected participants will be forward to the host university for a final approval by June 10 (UNIBZ) / May 10 (UDESC), for the fall (or first) semester in UNIBZ / second semester in UDESC; and November 10 (UNIBZ) / October 30 (UDESC), for the spring (or second) semester in UNIBZ / first semester in UDESC. Preliminary file includes exchange student application, transcripts and other documents as required by each university;
5. Each institution shall help to arrange local accommodation for visiting students; provided, however, that cost of said local accommodation shall be the responsibility of and borne by the visiting students. Each participating student or his/her institution shall be solely responsible for travel arrangements and the costs thereof. The additional charges, as passport, visas, telephone services, books and any other kind of personal taxes will also be supported by the student.



6. Each University can help its students by providing specific scholarships, and each institution will require participating students to maintain their own health insurance to provide coverage while participating in a student exchange and all students shall be required to provide evidence of such insurance to the host institution.
7. The student will comply with administrative procedures required and the regulations of the host university as well.

**Article 5: Memorandum Administrators**

Ultimate responsibility for this agreement lies with the President of each institution, but administrative responsibility for its administration will be delegated to the following officers at each institution.


- (i) For University of Bozen-Bolzano: International Relations Office;
- (ii) For Santa Catarina State University: Dean of Interinstitutional and International Affairs.


**Article 6: Validity of the Memorandum**

1. This Memorandum will come into force on the date that the governing bodies of both universities give their formal approval and will remain in effect for a period of 5 (five) years after which it may be renewed.
2. Either party may terminate this Memorandum by officially notifying the other party of its intent to do so in writing by registered post 1 (one) year ~~months~~ in advance.
3. The provisions of this Memorandum may be amended at any time by the mutual consent in writing of both universities.

Bolzano, 3. settembre 2014

SIGNED by for and on behalf of  
**FREE UNIVERSITY BOZEN-BOLZANO**

  
Prof. Walter A. Lorenz  
Rector



Fpolis, 30/ julho 2014

SIGNED by for and on behalf of  
**UNIVERSIDADE DO ESTADO DE SANTA CATARINA**

  
Antonio Heronaldo de Sousa  
Rector

Marcus Tomasi  
Reitor em exercício