

**STUDENT EXCHANGE ANNEX**  
**to**  
**MEMORANDUM OF UNDERSTANDING**  
**between**

**Università Politecnica delle Marche,  
Italian Republic**

**And**

**the State University of Santa Catarina, Brazil**

In accordance with Section 2 of the Memorandum of Understanding signed by these two parties, the following mechanisms designed to encourage and facilitate exchange of students are hereby established:

1. Students may be exchanged for the period within one academic year.
2. Up to 4 exchange students will be admitted to each institution per year. The Institutes achieve full reciprocity, that is, to exchange an equal number of students by the end of this Agreement period.
3. Initial selection of students will take place at the home institution. Students must be enrolled at the home institution at the time of application and throughout the exchange.
4. The host institution reserves the right to deny admission to any student who does not meet its admission criteria for exchange students.
5. Student applications should be received at the host institution by the appointed time.
6. Exchange students must be enrolled in a full-time course load at the host institution for the duration of the program, unless otherwise specified.
7. Students who participate in the exchange program will not receive a degree from the host institution, unless otherwise specified (i.e. exchange of students in the framework of double degree agreements)
8. For UNIVPM the European Credit Transfer and Accumulation System (ECTS) credits represent

the workload and defined learning outcomes of a given course or programme. Each ECTS is equal to 25 working hours (lessons, seminars, individual study). The number of credits corresponding to the workload of a full-time study year is 30 for a semester. One academic year corresponds to 60 credits.

UDESC uses the credit system "hours in the classroom." It does not include homework, reading, and other activities.

1 UDESC credit = 18 hours of instruction in the classroom.

1 UDESC credit = 1.5 ECTS.

9. For UNIVPM this is the description of the institutional grading system:

Each subject is graded on a numerical scale from 1 to 30, with 18 and 30 e lode (30 cum laude) as a minimum and maximum pass grade, respectively.

At the end of the period abroad UNIVPM will send the grading scale in order to translate the numerical grades into alphabetical grade systems.

For UDESC the evaluation system Ranges from 0.00 to 10 points, which is approved by the academic who achieve an average grade equal to or greater than 7.00 points and frequency not less than 75% (seventy-five percent). The student who does not reach the average of 7.00 will be compulsorily in recovery exams/retake tests. Students will fail with a final grade lower than 5.00.

10. At the end of the student's exchange program, each host institution will send the home institution an official record of coursework or education activity completed at the host institution.

11. Each institution will assess academic work completed at the partner institution and will award credit to its exchange students in accordance with its own academic policies and regulations

12. Exchange students interested in living in university housing will be provided assistance and information as far as possible in regard to accommodation. Exchange students, however, will be responsible for their own housing costs.

13. The host institution will waive entrance examination, enrollment and tuition fees for the incoming exchange students and will inform them in a timely fashion concerning fees and expenses for which the exchange student will be responsible.

14. This Annex shall be effective for the same period as the Memorandum of Understanding and

may be amended in writing upon mutual agreement of the two parties.

**For the Faculty of Engineering,  
Università Politecnica delle Marche  
Ancona (Italy), Date:**

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**Prof. Maurizio Bevilacqua  
Dean of the Faculty of Engineering,  
Università Politecnica delle Marche**

**For State University of Santa Catarina,  
Florianopolis, Brazil, Date:**

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**Prof. Dilmar Baretta  
Rector  
State University of Santa Catarina**

**For Università Politecnica delle Marche  
Ancona (Italy), Date:**

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**Prof. Gian Luca Gregori  
Rector and Legal Representative of the  
Università Politecnica delle Marche**