

## **COOPERATIVE AGREEMENT**

### **BETWEEN**

**MURRAY STATE UNIVERSITY**  
Murray, KY 42071, USA

and

**SANTA CATARINA STATE UNIVERSITY**  
Florianopolis, SC 88035-901, Brazil

### **INTRODUCTION**

Murray State University and Santa Catarina State University, recognizing the value of educational interchange and the benefits of collaboration, establish, through this agreement, a commitment to cooperation and the development of cooperative programs.

### **OBJECTIVES**

The objectives of this cooperative relationship are to improve the educational programs of both institutions through a systematic exchange of academic and professional staff and students and through collaboration in instruction, research, and other scholarly activities.

### **SECTION I: GENERAL TERMS AND CONDITIONS**

#### *Article 1*

Both institutions will work to promote cooperative enterprises in all areas of common interest.

#### *Article 2*

The terms and conditions of specific cooperative projects will be negotiated between the two institutions.

#### *Article 3*

In general, programs between the two institutions will be based on the principle of reciprocity.

#### *Article 4*

This agreement, as well as changes in the agreement, will be undertaken based on mutual consent.

*Article 5*

This agreement will become effective for a 5 year period (five) starting when signed by the authorized representatives of both institutions. This agreement may be terminated by either institution through official, written notification duly signed by the presiding officer of the notifying party.

*Article 6*

Each institution will receive a signed, original copy of the agreement in English.

*Article 7*

At Murray State University, programs under the agreement will be coordinated through the Institute for International Studies, and at Santa Catarina State University, programs under the agreement will be coordinated through the office of International Affairs.

*Article 8*

The coordinating unit of each institution will designate representatives to plan and organize a program of activities implementing the agreement. These representatives will have the broadest possible latitude in drawing up the terms of the exchange, which terms shall then be subject to review and acceptance of the governing board of each institution.

**SECTION 2: EXCHANGE OF ACADEMIC AND PROFESSIONAL STAFF**

*Article 9*

At least three months prior to a staff exchange, the authorized representative of the host institution must approve the exchange, in writing, including the responsibilities of the exchange participants, the period of the exchange, and any other conditions governing the terms of the exchange.

*Article 10*

The home institution will pay staff their customary salary while they are participants in the exchange program.

*Article 11*

Costs of travel/transportation for exchange participants will be effected under the following conditions:

- § Exchange participants or their home institution will be responsible for costs of participants' international travel.
- § The host institution will not be responsible for the personal travel costs of exchange participants.

#### *Article 12*

All exchange participants must obtain comprehensive medical insurance, including coverage for accidental death or dismemberment, medical evacuation and repatriation. Documentation of insurance coverage must be submitted before exchange visits are approved. The host institution will be responsible for providing information on necessary medical coverage.

#### *Article 13*

If available, the host institution will provide exchange participant housing on campus without charge. In the event such housing is unavailable, the host institution will assist the staff member to find housing in the local community. Costs of such housing not provided by the host will be borne by the exchange participant. Costs of board and other personal expenses will be borne by the exchange participant.

#### *Article 14*

Host institutions will not be responsible for personal expenses of exchange participant.

### **SECTION 3: EXCHANGE OF STUDENTS**

#### *Article 15*

At least three months prior to a student exchange, the authorized representative of the host institution must approve, in writing, the exchange, including the responsibilities of the exchange participant, the period of exchange, and any other conditions governing the terms of the exchange.

#### *Article 16*

The institution receiving student exchange participants must submit a written assessment of the student's work (transcripts, grade report), including description of courses taken, and level and quality of performance, within 30 days after the student's exchange experience is completed.

#### *Article 17*

Exchanges will be effected on a one-for-one basis insofar as possible. Review of the balance status will be annual.

#### *Article 18*

Students normally pay the costs of food and lodging at the host university. Tuition costs are paid to the home university where they normally study and waived at the host university unless otherwise agreed. Application fees are waived but any additional fees might be assessed.

#### *Article 19*

Students will be notified in writing by the authorized representative of the host institution of their (the students') responsibilities for personal expenses, medical insurance, travel and other incidental expenses.

#### *Article 20*

All exchange participants must submit, in writing, evidence of comprehensive medical insurance including coverage for accidental death and dismemberment, medical evacuation and repatriation. This documentation must be received at each host institution before arrival.

### **SECTION 4: SPECIAL TERMS AND CONDITIONS**

#### *Article 21*

Special efforts may be undertaken to arrange cooperative ventures beyond the direct exchange of staff, including but not limited to educational research projects, exchange of teaching resources, dual and joint degree programs, and cooperative curriculum development efforts.

#### *Article 22*

The designated representatives at each institution will develop a plan of activity for special activities that are undertaken.

#### *Article 23*

To the extent applicable, both parties shall abide by 34 CFR § 668. 14(b) (22) concerning recruitment of students.

Agreed and accepted this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

**Santa Catarina State University**

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**Dr. Dilmar Baretta**  
**Rector**

**Murray State University**

A blue ink signature of Dr. Robert L. Jackson, with the date "5-10-23" written in blue ink to the right of the signature.

**Dr. Robert L Jackson**  
**President**

A black ink signature of Dr. Don E. Robertson, consisting of stylized initials and a surname.

**Dr. Don E. Robertson**  
**Vice President for Student Affairs &**  
**Enrollment Management**