



**EXCHANGE AGREEMENT
BETWEEN
UNIVERSITÀ DEGLI STUDI DI MILANO
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, **UNIVERSITÀ DEGLI STUDI DI MILANO** represented by its Rector, Professor Elio Franzini, having its address at Via Festa del Perdono, 7- 20122 Milan, Italy and **FUNDAÇÃO UNIVERSIDADE DO ESTADO DE SANTA CATARINA - UDESC**, represented by its rector Professor Marcus Tomasi, 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;
 - (v) Promotion of the exchange of reference data, publications, and academic information and literature.
 - (vi) 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 Agreement 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. Each mobility period at the Host Institution will last up to 6 months. Visiting faculty members and researchers will comply with administrative procedures required and the regulations of the host university as well.
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.
5. Both universities will provide their faculty members or researchers with appropriate civil liability coverage and coverage against accidents during their stay at partner University. Exchange faculty members or researchers will provide, on their own, appropriate health insurance coverage during their stay at partner University.

Article 4: Student Exchanges

1. Both universities will exchange undergraduate and postgraduate students, for a maximum of 2 students + 2 PhD. Each mobility period at the Host Institution will last up to 6 months or 1 academic year.
2. Each institution shall be responsible for the selection of students participating in the exchange, subject to final approval by the host institution. Students accepted by the host institution shall be deemed to be exchange students and be subject to all rules and regulations of the host institution, and shall comply with them in the same manner as the regular students thereof.
3. Students participating in the exchange program shall be proficient in the national language of the hosting Institution at a level compatible with the activities to be carried out.
4. Each student shall follow a study plan jointly agreed between the two Institutions, through a Learning Agreement, prior to departure for the hosting Institution.
5. The host institution shall evaluate the academic performance of each exchange student according to its rules and shall send the home institution the academic record/transcript of each exchange student. The home institution shall recognize, according to its regulations, the credit granted to each student by the host institution.

- a. The University of Milan adopts the ECTS system. One credit corresponds to 25 hours of work including lectures, seminars, projects, practical work, self-study and examinations. One-year course corresponds to 60 credits, one semester to 30 credits. As regards the marks, they range from 18 (pass mark) to 30, out of 30.
- b. UDESC evaluation system Ranges from 0.00 to 10 points, which is approved the academic who achieve average grade equal or greater than 7.00 points and frequency not less than 75% (seventy-five percent). The student who does not achieve the average of 7.00 will be, compulsorily in recovery exams/retake test. Student will fail with final grade lower than 5.00.

UDESC uses the credit system “hours in classroom”. It does not include homework’s, reading and others activities.

1 UDESC credit = 18 hours of instruction in classroom.

1 UDESC credit = 1.5 ECTS.

UNIMI and UDESC agree upon the grades conversion table as in Annex I.

6. The participating students from both institutions shall pay enrollment fee to their home institution and then study at the other institution without further charges for tuition fees.
7. 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 responsibility of each student.
8. 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. Students must also be covered with appropriate civil liability coverage and coverage against accidents during their stay at partner University.
9. The student will comply with administrative procedures required and the regulations of the host university as well.

Article 5: Agreement 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 UNIVERSITÀ DEGLI STUDI DI MILANO:
- (ii) International Relations Office, international.education@unimi.it
- (iii) For Santa Catarina State University: Dean of Interinstitutional and International Affairs, scii@udesc.br

Article 6: Validity of the Agreement

1. This Agreement 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 Agreement by officially notifying the other party of its intent to do so in writing by registered post six (6) months in advance.
3. The provisions of this Agreement may be amended at any time by the mutual consent in writing of both universities.

..... 2019

SIGNED by for and on behalf of
UNIVERSITÀ DEGLI STUDI DI MILANO

..... 2019

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

.....
Prof. Elio Franzini
Rector

.....
Prof. Marcus Tomasi
Rector