



IBSU

MEMORANDUM OF UNDERSTANDING
BETWEEN
INTERNATIONAL BLACK SEA UNIVERSITY
AND
KYRGYZ-GERMAN INSTITUTE OF APPLIED INFORMATICS

International Black Sea University, located at Davit Aghmashenebeli Alley, 13th km, 2, Tbilisi, 0159, Georgia, and Kyrgyz-German Institute of Applied Informatics, located at Timiryazeva street 74, Bishkek, 710001, Kyrgyz Republic, hereby agree to sign the following Memorandum of Understanding with the purpose of fostering cooperation, mutual understanding and, development in the fields of education and research.

SCOPE OF COOPERATION

Subject to mutual consent, the areas of cooperation will include Business Administration, Economics, Marketing, Finances, Management, Medical Doctor, Graphic Design, Computer Science, Architecture, American Studies, English Philology, International Relations, US Foreign Affairs, Education Administration, Psychology, Management and Computer Science, Law, Public Administration and State Governance programs offered by either institution as felt desirable and feasible on either side and that contributes to fostering and development of the cooperative relationship between the two universities.

Cooperation may be conducted through activities such as:

- Exchange of research and/or administrative staff for training, studies or participation in joint research projects;
- Exchange of academic and invited lecturers for consultations, lectures and project planning;
- Exchange of graduate / undergraduate / PhD students for education, research, practical training and participation in international programmes;
- Exchange of cultural activities;
- Exchange of academic publications, textbooks and periodical literature, conference proceedings
- Joint scientific events, including but not limited to seminars, academic meetings, conferences, workshops;
- Joint research activities, projects and publications

These activities are to be carried out after mutual consultation between the two institutions or the divisions concerned thereof. Students exchange will be carried out based on Student Exchange Program Agreement between International Black Sea University and Kyrgyz-German Institute of Applied Informatics.

The following rules will be followed for the faculty (staff):

- Faculty exchanges remain subject to the approval of the host institution.
- Travel expenses and living costs of exchange faculty and research scholars are not the obligation of the host institution and are generally not compensated by the host institution.
- Each professor remains on salary with the home institution during the exchange.
- Visiting professors/scholars must carry medical health insurance in accordance with the rules and regulations of Georgian / Kyrgyz government.
- Teaching course loads and working hours and conditions shall normally be in accordance with established rules and practices of the host institution/

ADMINISTRATIVE RESPONSIBILITY

The International Relations Department at International Black Sea University and the Project office at Kyrgyz-German Institute of Applied Informatics shall serve as coordinators of this agreement at their respective universities. Notification of any changes in liaison officers may be made by letter. Additionally, a message sent by e-mail is equivalent to a letter sent officially.

AMENDMENTS, RENEWAL, AND TERMINATION

This Memorandum of Understanding may be modified through the mutual discussion and consent of the two universities, and shall remain in effect from the date of signature for an initial period of five years. Thereafter it shall be automatically renewed each year; however, after the initial period either university may terminate the agreement by giving one (1) month written notice of such intent. In the event of termination of the memorandum, the parties are obliged to promptly and fully fulfill their obligations undertaken by this memorandum prior to its termination. In addition, Confirmation of the present agreement (terms) in electronic form is equivalent to an officially signed agreement in written form parties.

In Witness of the terms of this agreement our signatures are affixed:

International Black Sea University

Kyrgyz-German Institute of Applied Informatics

Kakha Shengelia

Aida Tologonova

Rector

Rector

Date

05.12.2024





IBSU

STUDENT EXCHANGE PROGRAM AGREEMENT
BETWEEN
INTERNATIONAL BLACK SEA UNIVERSITY
AND
KYRGYZ-GERMAN INSTITUTE OF APPLIED INFORMATICS

This Student Exchange Program Agreement (hereafter referred to as the "Agreement") documents the understanding between International Black Sea University, located at Davit Aghmashenebeli Alley, 13th km, 2, Tbilisi, 0159, Georgia and Kyrgyz-German Institute of Applied Informatics, located at Timiryazeva street 74, Bishkek, 710001, Kyrgyz Republic, concerning the exchange of undergraduate and postgraduate students between the two Institutions (hereafter referred to as the "Program"). The Agreement seeks to broaden the scope of the academic curriculum and to provide a unique learning experience for students in an overseas environment, as well as to promote co-operation between the two Institutions.

The parties agree on the terms/matters stated hereunder:

1. Interpretation

- 1.1 The "Exchange Period" is defined as either one or two consecutive academic semesters but no longer than two academic semesters in which the student is attached.
- 1.2 The "Exchange Student" is one who participates in the Program between the Institutions.
- 1.3 The "Home Institution" is the Institution in which the student is originally enrolled. The "Host Institution" is the Institution to which the exchange student is attached for the duration of the Exchange Period.
- 1.4 For the purpose of accounting, one "Unit of Exchange" is defined as one student attending an entire semester.

2. Student Exchange

- 2.1 The number of exchange students shall be up to ~~minimum two~~ two (2) units of exchange per academic year from each university, students can be accepted into any schools/programs under the university name. In the event that the number of exchange students per semester exceeds two (2), the issue will be addressed in an additional agreement between the parties.
- 2.2 Student(s) are eligible to exchange to any program as long as it is being approved by the Host Institution. The credit recognition and transfer will be the responsibility of the Home Institution once they have acknowledged the courses the students have been accepted for. The host university is obliged to issue a mark sheet to the respective student upon completion of the exchange program. The home university will recognize the credits listed on the mark sheet in accordance with the university's regulations and the legislation of its country.
- 2.3 Exchange Students will continue to be treated as candidates eligible for degrees in their Home Institution, and will not be considered as candidates eligible for degrees in the Host Institution. The exchange student is obliged to follow the requirements established by the normative documentation of the receiving university as well as the legislation of the receiving country.
- 2.4 The Home Institution will be responsible for screening and selecting students for this Program, subject to acceptance by the Host Institution. Students must be in good standing at the Home Institution, meet the academic entry requirements of the Host Institution, and be proficient in the language of instruction at the Host Institution to qualify for nomination.

2.5 The Home Institution will make every effort to publicize the opportunity of the student exchange program more widely on its official website in order to attract more talented candidates for proper selection.

2.6 The Host Institution will make reasonable effort to assist the Exchange Student to obtain housing and with other matters of hospitality and orientation, but is not obliged to provide housing or financial assistance of any kind whatsoever.

2.7 Exchange students shall be responsible for obtaining their own visas and completing the required immigration formalities, as well as for obtaining the travel and other related documents needed to pursue their studies at the host institution, all at their own expense and using their own resources.

2.8 The obligations of the two Institutions under this Program are limited to Exchange Students only, and do not extend to their spouses and dependents if any.

2.9 If an Exchange Student voluntarily withdraws before the end of the course or the Exchange Period, he or she will still be considered as having completed the relevant Units of Exchange for the purpose of accounting under the Program. The parties agree that there will therefore be no replacement for such Exchange Student.

3. Student Acceptance, Attendance and Assessment

3.1 Certain programs may be excluded from the exchange program and the Host Institution reserves the right to exclude Exchange Students from these programs. For admission to programs or courses other than such restricted programs, Exchange Students will be subject to the admission requirements, and capacity constraints of the Host Institution.

3.2 The students participating in the exchange program under the terms of this Agreement shall be selected initially by the Home Institution, and the Host Institution shall make the final admission decision in each case.

3.3 The Home Institution will provide "Nomination Letter" for candidate of exchange program.

3.4 Full time participation at these courses by the Exchange Students is required. "Full time" will take such definition as required by the Host Institution.

3.5 Exchange Students must complete all examinations and assessment associated with any course units/modules for which they register regardless as to whether those courses are required for transfer of credit to their Home Institution.

3.6 Exchange Students will obtain credits for the courses in accordance with the regulations of the Home Institution. Official transcripts for each student will be sent directly to the Home Institution at the end of the Exchange Period. Credits are recognized according to the rules established by the legislation of the home university's country.

4. Fees and Other Expenses

4.1 Exchange Students will pay tuition and other fees at their Home Institution during the Exchange Period. They will also pay for all personal expenses incurred at the Host Institution, including visa, housing, travel, meals, health insurance, books and stationery required. They will be exempted only from tuition fees at the Host Institution.

5. Terms and Termination

5.1 This Agreement shall commence from the latest date by which both parties have signed and exchanged this Agreement.

5.2 This agreement shall be valid from the date of signing by both parties after the approval of the competent authorities with no specified expiration date. Confirmation of the present agreement (terms) in electronic form is equivalent to an officially signed agreement in written form parties.

Should one of the parties wish to terminate the agreement notice of this should be given in writing at least one (1) month prior to termination. In the event of termination of the memorandum, the parties are obliged to promptly and fully fulfil their obligations undertaken by this agreement prior to its termination. Such termination shall not affect any Exchange Students that the parties have agreed to host, prior to the effective date of the termination, even if the Exchange Period falls after the date of termination.

5.3 Each party shall ensure that adequate arrangements have been made to fulfil all commitments to the Exchange Students before this Agreement is terminated.

6. Proper Law

6.1 Any dispute regarding the terms of this Agreement will be construed accordingly to the Laws of the country in which the Exchange Student is attached for the Exchange Period, i.e., the Host Institution, unless otherwise agreed in writing by the parties.

7. Variation and Modification

7.1 This Agreement may be varied or modified by agreement in writing and signed by the two parties.

In witness of the terms of this agreement our signatures are fixed:

International Black Sea University

Kakha Shengelia,
Rector

Date:



Kyrgyz-German Institute of Applied Informatics

Aida Tologonova
Rector

05.12.2024

