



## Exchange Agreement

**made and entered into by and between the parties:**

**The Universidade Federal da Bahia (UFBA)**- Rua Augusto Viana, s/n - Canela - Palácio da Reitoria - CEP: 40110-909 Salvador- BA – Brazil, herein represented by its Rector João Carlos Salles Pires da Silva

**and**

**University Jean Monnet (UJM) - Saint-Etienne**, Maison de l'Université, 10 rue Tréfilerie, CS 82301 - 42023 Saint-Etienne cedex 2, France, herein represented by its President, Mr Florent PIGEON

### **Whereas:**

Both Parties deem it of interest to promote, advance and develop cooperation between their institutions in the field of science training and/or joint research. Such cooperation is expected to be materialized both through the realization of projects and through the exchange of students, teaching staff, scholars and researchers.

This agreement aims to detail the exchange of students undertaken by the two institutions.

The parties hereby agree as follows:

### **ARTICLE 1 – Fields of international cooperation**

Both Parties shall promote exchanges by allowing their students to study in the other Party's university or undertake research work in its laboratory-ies during one or more study session or semester, it being understood however that such students shall remain registered full-time in and pay their tuition fees to their original institution.

In any case students must be covered by a personal health insurance at their own expense as well as by a third-party (civil) liability insurance.

### **ARTICLE 2 – Number of exchanged students**

The yearly number of students in the exchange program is two (2). The institutions hereby acknowledge that occasional discrepancies may occur, in spite of both Parties' efforts to achieve an equal number of exchange students.

### **ARTICLE 3 – General conditions for enrollment**

Any student admitted to the exchange program shall meet the following requirements:

- g) Be a citizen of the country of his/her original university registration or detain a valid residence permit in such country.
- h) Be matriculated with a full-time study program in his/her institution for the duration of his/her stay in the visited university.
- i) Have obtained good grades which are compatible with the course requirements in the visited institution.

- j) Have an appropriate level of fluency in the French and/or English language. Those students wishing to attend courses held in French at Jean Monnet University should provide an official certificate (TCF, DELF, DALF) certifying a European level B2 in French. Should another level be required for a specific course (such as the Erasmus Mundus Master degrees), it would be specified in the specific convention hereto.
- k) Students from countries requiring the CEF procedure (Center for Studies in France: [www.campusfrance.org](http://www.campusfrance.org)) and selected after a clearly defined selection procedure as specified in the specific conventions hereto will not be required to pass the CEF interview, in conformity with Article 3 of the Amendment to the Frame Agreement on the Centers for studies in France. The CEF procedure applies to students from countries using the CEF procedure as listed on the Campus France website, <https://www.campusfrance.org/fr/procedure-etudes-en-France>
- l) Meet the specific requirements of the visited institution.

#### **ARTICLE 4 – Financial conditions**

Each Party shall seek out possible public or private funding to support such exchanges.

#### **ARTICLE 5 - Forms and organization of cooperation**

Discipline(s) concerned by the exchange:

The course concerned and the details of the study program (courses constituting the course at the home institution, courses considered equivalent at the host institution, as well as the number of credits allocated to an assessed and validated course) will be specified in the learning agreement.

##### **5.1 : Admission procedures and conditions for registration**

Student level required (LMD) including language level:

For UFBA and for UJM, students must have a Master's level

For UFBA and for UJM, students must have a B2 English level, a B2 French level or a B2 Portuguese level.

Application process/Application form: A covering letter, transcript of records of the student home institution.

Academic and selection committee: The visiting students will be preselected by the home university and will be accepted by the partner university.

Registration procedure: Students will register at their home institution.

##### **5.2 : Academic organisation**

Duration of the exchange and the concerned period of stay: one (1) or two (2) semesters

Language used for teaching: English, Portuguese and French

Terms of validation of courses followed:

The partner university will assist the students in building and preparing the study program. The list of courses will be validated by both universities with a learning agreement.

Identification of referents in charge of running the project:

For UJM, Ms Emilie Gamet, Director of International Relations: [ri@telecom-st-etienne.fr](mailto:ri@telecom-st-etienne.fr), Tél: +33(0)477915824

For UFBA, Mr Robson Nunes de Lima, International Coordinator, [delima@ufba.br](mailto:delima@ufba.br)

Reception arrangements and specific support for international students (language level, accommodation ...): Students must comply with the regulations of the host institution, its functioning and culture as well as the laws and regulations of the host country (among others: residence permit, visa, health insurance cover). Each party will provide the necessary assistance to incoming students.

### 5.3: Evaluation procedures

Examination and evaluation:

Students are subject to the study and examination regulations in force at the host institution.

Recognition and validation of studies at the home university:

At the end of the academic period, the partner university will send the academic results to the home university.

#### ARTICLE 6 – Monitoring of the agreement

➤ **University staff coordinating this Agreement:**

**University Jean Monnet, Saint-Etienne**

International Office – International Cooperation and Project Management

Address : 21 rue Denis Papin, 42023 Saint-Etienne, Cedex 02, France

Email : [ingenierie-formation-cooperation@univ-st-etienne.fr](mailto:ingenierie-formation-cooperation@univ-st-etienne.fr)

Phone : +33 4 77 43 79 70

**Télécom Saint-Etienne**

Ms Emilie Gamet, Director of International Relations: [ri@telecom-st-etienne.fr](mailto:ri@telecom-st-etienne.fr)

Phone: +33(0)477915824

**Universidade Federal Da Bahia**

Mr Robson Nunes de Lima, International Coordinator: [delima@ufba.br](mailto:delima@ufba.br)

Address: rua Augusto Viana, s/n Canela, 40110-909 Salvador, Bahia, Brazil

➤ **Designation of a person responsible for the monitoring of the operations of this Agreement** (full contact details, address, email, phone, fax)

**University Jean Monnet, Saint-Etienne:**

Ms Emilie Gamet, Director of international relations: [ri@telecom-st-etienne.fr](mailto:ri@telecom-st-etienne.fr) , Tél: +33(0)477915824

**Universidade Federal Da Bahia:**

Mrs. Betânia Almeida - Student Exchange Coordinator

Address: rua Augusto Viana, s/n Canela, 40110-909 Salvador, Bahia, Brazil

Email : [aai@ufba.br](mailto:aai@ufba.br)

#### ARTICLE 7 – Personal Data Protection

Concerning personal data protection, in accordance with the data protection law of January 6th, 1978 (Loi “informatique et libertés”), with the European Regulation n° 2016/679/UE of April 27<sup>th</sup>, 2016 (applicable from Mai 25<sup>th</sup>, 2018) and with the decision of the “Commission Nationale Informatique et Libertés” of December 27<sup>th</sup>, 2004, the Parties agree to complete and sign the additional clauses in annex 1.

#### ARTICLE 8 - Amendments and termination

The parties may modify the contents of this agreement with addenda signed by the parties.

Each Party may terminate it before the end of such period by written notice three months before the end of the then current academic year, without prejudice to cooperation projects already underway.

#### ARTICLE 9 – Applicable law

Any dispute related to the interpretation or performance of this Agreement and which could not be settled by mutual agreement shall be submitted to the competent court.

**ARTICLE 10 - Terms of applications**

This agreement is effective as of the date of signature of the last partner.

This agreement is concluded for five academic years, at the end of which it will be reviewed.

It may be renewed automatically.

**ARTICLE 11 - Signatures**

The parties sign this agreement in two (2) original copies for each version, in English and in Portuguese, of equivalent form and content.

**Mr Florent PIGEON**  
**President of the University**  
**University Jean Monnet, Saint-Etienne**

Date:

26 OCT. 2022

**Mr João Carlos Salles Pires da Silva**  
**Rector**  
**Universidade Federal da Bahia**

Date: 14/04/2022

