



EXCHANGE AGREEMENT

Between

DAMASCUS UNIVERSITY

and

THE UNIVERSITY OF SOUTHERN DENMARK

1 - PURPOSE OF THE AGREEMENT

The general purpose of this agreement is to establish educational relations and cooperation between the two participating institutions in order to promote academic linkages and to enrich the understanding of the culture of the two countries concerned.

2 - FIELDS COVERED BY THE AGREEMENT

i) **General exchange of students:** students from Damascus University can enroll in the international programmes of the Faculty of Social Sciences, the Faculty of Science and Engineering or the Faculty of Humanities at the University of Southern Denmark either for part of or for a full degree.

Students from the University of Southern Denmark can enroll in courses and Programmes at Damascus University according to specific agreements between the two universities.

ii) **Cand.negot.students:** Every second year (first time in the Autumn 2003) students from the cand.negot. programme at the University of southern Denmark can enroll for a one year programme at the Language Center of Damascus University that covers the following subjects and exams in the curriculum for the can. negot. programme:

1. Arabic Oral skills (separate assessment of expression skills and listening skills).
2. Arabic Writing skills (separate assessment of expression skills and reading skills).



3. Arabic history and society.
4. Arabic Culture.
5. Commercial communication

The number of lessons will be about 500 in total for one year.

iii) Exchange of staff: The two institutions agree in principle to the possibility of exchanges of general staff (administrative) and faculty members. The details of such arrangements will be negotiated at the appropriate time and will be governed by the institutional staffing rules and relevant approval processes. The participating institutions shall not be responsible for any private arrangements made by participating staff members covering exchange of accommodation cars, etc.

The two universities may add fields not included in the agreement to be agreed upon through formal correspondence between both universities.

3 - NUMBER OF STUDENTS

In principle, the exchange of students will occur on a one to one basis. The two universities will negotiate the specific number of students.

4 - RESPONSIBILITIES OF PARTICIPATING INSTITUTIONS AND STUDENTS

It is the responsibility of the host institution

- i) to enroll the exchange students as full-time students for the duration of their exchange.
- ii) to provide the exchange students with the same academic resources and support service that are available to all students at the host institution;
- iii) to provide the exchange student with a transcript of the academic records.

The exchange students will be subject to the rules and procedure as specified by the host institution for the academic period in which the student enrolls



The exchange students are expected to participate in classes and exams on the same terms as the host institution.

5 - SELECTION AND ENROLLMENT OF STUDENTS

A- Students from the Arabic cand. negot. programme:

The students from the Arabic cand.negot. programme at the University of Southern Denmark will have finished two years of Arabic studies(approximately 330 lessons) before coming to Damascus University.

B- Other students:

i) It is expected that the exchange students meet the requirements of the host university as described in the international programmes or otherwise communicated.

ii) All exchange students must have the required knowledge of language according to the host institution.

For applicants to the B.Sc. programmes at the University of Southern Denmark English proficiency at a solid level is required. Applicants to the M.Sc. programmes at the University of Southern Denmark must have passed either a TOEFL test with a minimum score of 750; computer based min 230, or an IELTS test with a minimum score of 6.5.

Please note that the University of Southern Denmark only accepts test scores sent directly from the TOEFL test center or the Educational Testing Service (ETS).

Undergraduate students are eligible to participate if they:

i) have completed minimum two years of study at their home institution;

ii) are enrolled at their home and host institution for the full period of the exchange;





iii) have an enrollment proposal, approved by their home Faculty and host institution, and must be deemed academically qualified to successfully complete the nominated subjects at the host institution.

Graduate students are eligible to participate if they have obtained the relevant BA- degree.

Applicants to the M.sc. programs at the Faculty of Science and Engineering must furthermore have satisfactory results in the Graduate Record Examination (GRE) in relevant subjects for which the students wishes to enroll.

Each institution will:

- i) meet the required deadlines for communicating to the other part how many and which students have been selected for exchange. The host institution reserves the right of final approval on the admission of a student.
- ii) inform the relevant International Office at the partner institution of subject availability, including enrollment limitations and conditions.

6 - FINANCIAL RESPONSIBILITIES OF THE HOST INSTITUTION

Exchange students will be provided with the following by the host institution at no cost to the student:

- Tuition and related costs
- Orientation Programme
- Reports and Statement of Results
- Reception of students on arrival

7 - FINANCIAL RESPONSIBILITIES OF EXCHANGE STUDENTS

Exchange students will be financially responsible for:

- Travel to and from the host institution
- Books, stationary etc.
- Travel documentation, visas, etc
- Accommodation and living expenses



- Student Association /General Services Charges
- Health coverage relevant to the exchange situation
- Insurance

8 - ACCOMMODATION

It is the responsibility of the students to find accommodation, but The International Office at the host institution will help them in finding accommodation.

9 - EXCHANGE PROGRAMME REVIEW

Both institutions will be responsible for a regular review of the exchange programme at least once every fifth year. The review is essential in order to make appropriate and mutual agreements upon modifications as may be required and to identify new opportunities for co-operation.

10 - PERIOD OF AGREEMENT

This agreement will come into effect from the date of signature by both parties and will remain in force for an initial period of 5 years and may be renewed by mutual consent. The agreement may be terminated by either party provided a written notice is given to the other party six months in advance.

11 - RESPONSIBLE PERSONS

The responsible person at the academic level at
Damascus University

is Dr. Wael Barakat, Director, Centre of Languages

The responsible person at the administrative level at
Damascus University

is Director of International and Cultural Relations.



The responsible person at the academic level at
The University of Southern Denmark

is Professor Soren Askegaard, Director of the Cand.negot. Programme

The responsible person at the administrative level at
The University of Southern Denmark

is Lisbeth Pinholt, the International Office
Hjordis Albrektsen, The Can.negot.Programme

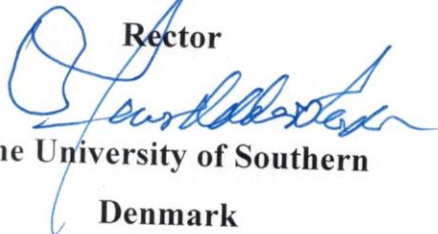
12- signatures

This agreement constitutes the entire agreement between the parties. No amendments, consent or waiver of terms of this agreement shall bind either party unless in Writing and signed by all parties.

The agreement has been accepted by the Rector of the University of Southern Denmark and the President of Damascus University.

Jens Oddershede

Rector

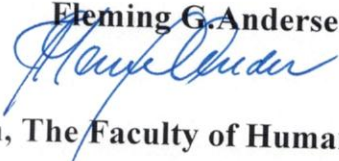

**The University of Southern
Denmark**

Prof. Dr. Hani Mourtada

President


Damascus University

Fleming G. Andersen


**Dean, The Faculty of Humanities
The University of Southern Denmark**