**ADDENDUM TO THE AGREEMENT ON ACADEMIC EXCHANGE**

**Between**

**Johann Wolfgang Goethe-Universität (hereafter: Goethe-Universität, GU)**

**Department of [Specification]**

**And**

**[Institution Name]**

**Department of [Specification]**

Both institutions agree on the following conditions regarding exchanges:

STUDENT EXCHANGE

1. Number of Exchange Students

Each academic year both universities may send up to a maximum of [Number] full time undergraduate and/or graduate students for a maximum duration of one semester per student. In case students are selected to stay for one (1) academic year, the maximum number amounts to [Number] on either side. Semester or academic year shall refer to the period relevant at the host institution.

The number of students per academic year may be subject to change during the course of the partnership. Any changes in student exchange numbers will be confirmed in writing by both parties.

Students may also participate in short-term programmes, e.g. summer schools, offered at the respective institution.

The participation in a short-term programme may be counted towards the student exchange balance. Both parties will specify and confirm the terms and conditions thereof in writing.

Virtual Mobility is considered as student exchange under this agreement. It equally counts towards the student exchange balance.

1. Tuition

Each host institution will waive only tuition and other fees incurred by the exchange student for registration and admission. Students hosted by Goethe-Universität will be charged social fees in the amount of currently 367 Euros per semester.

1. Accommodation and other costs

Both institutions shall assist exchange students in finding accommodation. Payment for housing, all travels, medical insurance and subsistence costs shall be the responsibility of each exchange students. Neither university shall be responsible for any of these costs.

1. Travel and Visa

Each exchange student is responsible for his/her own travel arrangements and visa procedures. The host institution shall provide exchange students with any university certification needed to obtain a student visa for the full period of the exchange.

1. Selection of exchange students

Students will be selected by their home institution on the basis of academic excellence, minimum number of years studied at home institution ([Number]), adequate German or [Language Specification] language competence and the capacity to adjust to cross-cultural situations.

1. Admittance

Each student selected for participating in this program will be admitted as a special, non-degree student to the host institution for a limited period of time. It is understood that students participating in this program will return to their home institutions to finish their degrees.

1. Application Times

[Institution Name] should nominate its candidates by May 15 for the following winter semester (start September/October) and November 15 for the following summer semester. All required application documents need to be sent to the International Office of GU by June 15 or December 15 at the latest.

GU will send its list of nominated candidates in time to the respective unit at [Institution Name]. All necessary application documents have to reach [Institution Name] by [date] prior to the beginning of the academic year in [month].

1. Rules and Regulations

Exchange students shall be subject to the rules and regulations of the host institution and its host country.

1. Insurance / Costs / Social fees

[Institution Name] students will be required to purchase obligatory student health insurance in Germany. In addition, [Institution Name] students need to pay the mandatory semester social fee at GU. GU students are obliged to purchase health insurance as well as accident and liability insurance required in [Country].

FACULTY EXCHANGE

1. Both institutions will invite and exchange scholars (faculty, research personnel) in fields of interest to both parties. Research and teaching may be equally involved. A duration of stay may vary from one week to a full academic semester. Both parties will look for external funding to support faculty exchanges.

11) Coordinators

Goethe-Universität nominates Prof. Dr. [First and Family Name] and [Institution Name] Prof. Dr. [First and Family Name] as responsible coordinators for the exchange.

 12) Duration

This agreement shall remain in force for five years following the signature by both parties. This agreement or any Article thereof can be amended by mutual agreement of both parties.

For Goethe-Universität For [Institution Name]

(i)Institute/Department Signature

(ii) Prof. Dr. Enrico Schleiff

President

Date and Seal Date and Seal