

Memorandum of Understanding between

Cologne University of Applied Sciences (CUAS)

and

Kyrgyz State Technical University (KSTU)

CUAS-KSTU project exchange program

Both universities aim to collaborate in the field of automation and electrical engineering, especially within the domains of sustainable utilization of energy, energy management, renewable energies, (micro) sensors and mechatronics. Initially, the cooperation will focus on cooperation in education and on common research projects, including those performed by students. The goal is to create or enlarge a scientific-academic network between Europe and Kyrgyzstan which would enhance chances to apply for large cooperation programs and to acquire funds in the future. The cooperation has already started in 2007 with a PPP-project concerning internet-based control of infrastructure components.

- (1) All student involved shall be bona fide students of the home institution and be enrolled in a degree-oriented course of work or study. Prospective exchange students will be selected for the exchange program by the home institution. The host institution will reserve the right to make the final decision regarding the admission of each student nominated for the exchange. The home institution further suggests the exchange of staff which will be granted in accordance with the guest institution.
- (2) An average of two to five persons per semester shall participate in the exchange. However, at least two months prior to the anticipated date of enrolment, the designated officers at each university can negotiate the number of exchange.

- (3) Central part of the exchange program shall be the enrolment of Kyrgyz students in the Bachelor-Course of Engineering (Electrical Engineering and Business Engineering) and in the Master Course "Automation & IT" at the Campus Gummersbach.
- (4) Exchange students hosted by each institution will be admitted as undergraduate or graduate, non-degree students and must submit all documents requested by the host university, especially the admission-documents for the master course.
- (5) Exchange personal must comply with minimum command of the English language. The host university should receive the participants' applications and all supporting document two months prior to their expected date of enrolment. The host university will inform the exchange students of their selection into the exchange program at least one month prior to the start of the semester. Specific language skills are required for the master course. The skills have to be proved by the students (TOEFL-Tests etc.)
- (6) Students will pay the normal tuition fees at their home university for the period of exchange. The host institution will waive tuition fees. If university accommodation fees and general service fees for participating personal are not waived by one host institution, the mentioned fees will also not be waived by the other host institution foe change personal within the same year. This condition holds unless otherwise agreed upon by both institutions. Both universities should be aware of the necessity to acquire third party funds, e. g. from DAAD.
- (7) Exchange personal must provide a medical insurance to cover up for possible health care expenses. The fee for the insurance will be paid by the exchange candidate.
- (8) The host university will assist the exchanging persons to find housing in residence halls or alternative accommodations as required in each case.
- (9) Exchange participants are responsible for arrangements and costs of their national and international travel, medical insurance, passport and visa application, textbooks and personal items.
- (10) Exchange personal hosted by each institution will be required to comply with the insurance policies and procedures for international students.

- (11) Selected exchange personal shall agree with all applicable rules and regulations of the home and host universities as well as with all applicable laws, rules and regulations of the home and host countries. Each institution reserves the right to dismiss any participating student at any time for academic or personal misconduct violating the established regulations. The dismissal of a participant shall n0ot abrogate the arrangement regarding other participants.
- (12) For expansion of this exchange program, in order to manifest that cooperation is desirable, a cooperation contract will be required. The partners intend to use this option 12 month after the successful establishment of this exchange program.

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