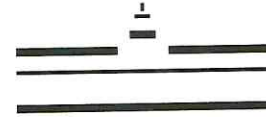




Universidad de  
**los Andes**



WESTFÄLISCHE  
WILHELMS-UNIVERSITÄT  
MÜNSTER

## **COLLABORATION AGREEMENT**

between

**The Institute of Literature at  
Universidad de los Andes, Santiago, CHILE  
and**

**Spanisch-Portugiesisch-Lateinamerikanische Abteilung des Romanischen Seminars  
der Westfälischen Wilhelms-Universität Münster, DEUTSCHLAND**

The Institute of Literature at Universidad de los Andes, Santiago, Chile and the Spanish-Portuguese-Latinamerican Department of the Romance Institute of the University of Münster (henceforth referred to as our two universities) in order to promote academic exchange and cooperation enter into the following agreement:

*Article One:* In a spirit of friendship and mutual understanding our two universities agree to promote academic exchange and cooperation.

*Article Two:* We agree to exchange written/published academic materials, and educational information, and invite each other to take part in academic meetings organized by our two universities.

*Article Three:* We agree to exchange faculty, undergraduate students, and researchers for the purpose of teaching, study, and academic research. We also agree to cooperate in organizing academic conferences on issues of mutual concern.

*Article Four:* The activities to be initiated in order to meet with these objectives shall be determined in each case through particular agreements, in accordance with the rules and regulations of each institution, and subject to available funding on the part of each.

*Article Five:* Representatives of the parties to the agreement shall consult, at regular intervals, to consider the progress of mutual programs to evaluate future projects.

*Article Six:* This agreement will be valid until for a period of five (5) years. Should one of the parties wish to terminate the agreement, notice of this should be given in writing at least six months prior to termination.

*Article Seven:* The agreement shall take effect after each party has signed the agreement and has exchanged signed copies.

Universidad de los Andes

By: \_\_\_\_\_

José Antonio Guzmán Cruzat, Ed.D  
President  
Universidad de los Andes

Date: \_\_\_\_\_

12-17-2015

By: \_\_\_\_\_

Dr. Braulio Fernández Biggs  
Director, Institute of Literature  
Universidad de los Andes

Date: \_\_\_\_\_

16/12/2015

Westfälische Wilhelms-Universität  
Münster

By: \_\_\_\_\_

Prof. Dr. Christoph Strosetzki  
Dean of the Faculty 9: Philology

Date: \_\_\_\_\_

30/10/15





Universidad de  
**los Andes**



**STUDENT EXCHANGE AGREEMENT  
BETWEEN  
UNIVERSIDAD DE LOS ANDES, INSTITUTE OF LITERATURE  
AND**

**Spanisch-Portugiesisch-Lateinamerikanische Abteilung des Romanischen Seminars  
der Westfälischen Wilhelms-Universität Münster, DEUTSCHLAND**

The Institute of Literature at Universidad de los Andes and the Spanish-Portuguese-Latinamerican Departement of the Romance Institute of the University of Münster, recognizing the value that educational and cultural exchanges can provide for both institutions, enter into this agreement to facilitate the exchange of students and scholars.

**1. Definitions**

- i) For the purposes of this agreement “home” institution shall mean the institution at which a student intends to graduate, and “host” institution shall mean the institution which has agreed to accept the student from the home institution.

**2. Purpose of the Agreement**

- i) The general purpose of this agreement is to establish specific educational cooperation between the two participating institutions in order to promote academic linkages and to enrich the understanding of the cultures of the two countries.

**3. Number of Participants**

- i) Subject to the availability of suitable candidates, each institution may send to the other institution two (2) undergraduate and graduate students per semester or four (4) per academic year. An academic year is defined as the fall semester and spring semester. An exchange student shall not exceed more than two semesters at the host institution.
  - i.1) Additional students may attend the partner institution; however, will be subject to pay tuition and other student fees.
- ii) In principle, the exchange of undergraduate and graduate students will occur on a one-for-one basis. This number may vary in any given year, but over a fixed period of five years the total number of undergraduate and graduate students participating shall be balanced. Each institution shall reserve the right to reduce the number of exchange students to a maximum of one (1) undergraduate student at any point when the number of exchange students becomes unbalanced.
- iii) Exchange candidates shall be nominated by the home institution and shall be approved by the host institution according to the host institution’s normal procedures.

- iv) Students shall remain registered at the home institution throughout the period of the exchange.
- v) The proposed program of work at the host Institution must be approved by the home institution prior to the exchange.

#### **4. Financial Responsibilities of Institutions**

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

- tuition

A registration fee might still be applicable, according to the local and national regulations. At the University of Münster exchange students have to pay a social semester fee which includes a semester ticket for public transportation in the greater Münster area and German federal state of North Rhine-Westphalia.

#### **5. Financial Responsibilities of Exchange Students**

Exchange students will be financially responsible for:

- travel to and from the host institution
- books, stationery, etc
- travel documentation, visas, etc
- accommodations and living expenses
- health coverage relevant to the exchange institution and country (International students on the UIW campus are required to hold the campus-approved insurance for students.)
- personal travel within the host country
- university fees, such as parking fees, laptop fees, etc.

The home institution shall satisfy itself that a candidate for exchange has the ability to meet all of his or her financial responsibilities as detailed above before the student application is sent to the host institution.

#### **6. Accommodation**

Students hosted by Universidad de los Andes will not have on-campus accommodations but they will be assisted in finding appropriate off-campus housing. Students who will be hosted at the Spanish-Portuguese-Latinamerican Departement of the Romance Institute of the University of Münster will not have on-campus accommodations but they will be assisted in finding appropriate off-campus housing. Students will also be made aware that they are responsible for all costs associated with accommodations, including utility accounts and rental deposits.

#### **7. Period of Agreement**

This agreement becomes effective from the date of signature by both parties, and until such time that one or both parties wish to terminate the agreement. Should one of the parties wish to terminate the agreement, notice of this should be given in writing at least six months prior to termination.

**8. Notices**

- i) Any notice or other communication under this agreement shall be given in writing and delivered by hand, or sent by pre-paid post or facsimiled transmission.
- ii) The contact and address for any such notices is as follows:

Universidad de los Andes  
 Name: Rosario Diaz Dominguez  
 Position Title: Director  
 International Relations Office

Universität Münster  
 Name: Christoph Strosetzki  
 Position Title: Dean, Faculty 9:  
 Philology

Address: Monseñor Alvaro del Portillo  
 12.455  
 Las Condes, Santiago  
 CP 7620001

Address: Romanisches Seminar,  
 Bispinghof 3a, 48143 Münster,  
 Alemania

Telephone: 56 2 6181828  
 e-mail: rdiazd@uandes.cl

Telephone: 0049/251-8324554  
 e-mail: spaninfo@uni-muenster.de

**9. 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 both parties.

**Signed on behalf of**


**Signed on behalf of**


**Universidad de los Andes**

**Universität Münster, Spanisch-  
Portugiesisch-Lateinamerikanische  
Abteilung**

by

by


  
 .....  
 José Antonio Guzmán Cruzat, Ed.D  
 President  
 Universidad de los Andes

  
 .....  
 Prof. Dr. Christoph Strosetzki

Date: 12-17-2015

Date: 30/10/15



  
 .....  
 Dr. Braulio Fernández Biggs  
 Director, Institute of Literature  
 Universidad de los Andes

Date: 16/12/2015