STUDENT EXCHANGE PROGRAMME AGREEMENT
BETWEEN
WOXSEN UNIVERSITY
AND
UNIVERSIDADE FEDERAL DE UBERLÂNDIA

WOXSEN UNIVERSITY, a state private university established under the laws of India and registered address at Gateway Jubilee, 2nd Floor, Road No. 36, Jubilee Hills, Hyderabad - 500 033, Telangana, India (hereinafter referred to as "**Woxsen**") of the one part;

AND

Universidade Federal de Uberlândia, a public foundation of higher education, member of the Indirect Federal Administration, established through Decree No. 762, as of 14 August 1969, altered by Act No. 6.532, as of 14 May 1978, located at Avenida João Naves de Ávila, 2121, in the City of Uberlândia, State of Minas Gerais, Brazil, hereinafter referred to as "**UFU**") of the other part;
hereinafter individually referred to as a "Party" and collectively referred to as the "Parties".

having entered into a Memorandum of Understanding on under which the Parties have agreed to implement within the framework of the statutes and regulations applicable in each Party's institution, and amongst other things, student exchange programmes ["hereinafter referred to as "the Exchange Programme"], now wish to set the terms and conditions (hereinafter referred to as the "Agreement") governing and facilitating the exchange of students between the Parties as follows:

1. **DEFINITIONS**:
   In this agreement, unless the context will otherwise imply:
   - "Home Institution" shall mean the institution at which the student intends to graduate;
   - "Host Institution" shall mean the institution that has agreed to receive students from the Home institution.
   - "Exchange" shall mean one-for-one exchange of students on a tuition waiver basis from each institution.

- "Exchange student(s)" shall mean students participating in the exchange programme implemented herein;

2. **EXCHANGE**:

   a. **Number of students:** Subject to the availability of suitable candidates, the Institutions will send up to a maximum of 4 students for the full academic year or 2 students for a semester each unless varied by mutual agreement.
   b. **Period of enrollment:** The Exchange Programme for individual students may be for a period of one (1) semester or for a period of one (1) academic year. Any variation to these periods of enrolment may only be allowed upon mutual agreement in writing by the Parties.

3. **ELIGIBILITY OF EXCHANGE STUDENT APPLICANTS**

It is hereby stipulated that both Parties shall exert diligent efforts to nominate exclusively proficient students for inclusion in this Exchange programme, duly mindful of the academic credentials of each prospective exchange student. It is further acknowledged and agreed that exchange students are required to meet stipulated language proficiency criteria and any other specified academic prerequisites established by the Host institution.

4. **ACADEMIC STATUS OF THE EXCHANGE STUDENTS**

All exchange students will remain enrolled as students of the home institution and will not be accepted for enrolment as candidates or students for any degree at the host institution. Accordingly, exchange students are expected to maintain the equivalent of a full course load at the host institution. Any credits towards the exchange student's degree are to be awarded by the home institution, subject to its rules and regulations and approval by the relevant approving authority of the home institution. All exchange students enrolled in the host institution will be subject to the same rules and regulations as local students.

5. SELECTION AND SCREENING BY THE HOST INSTITUTION OF STUDENTS NOMINATED BY THE HOME INSTITUTION

5.1 The home institution will nominate applicants from its institution for the Exchange Programme.

5.2 The host institution reserves the right to determine the final selection and admission of each student nominated by the home institution.

5.3 The exchange students must satisfy all admission requirements including the language proficiency requirement of the host institution.

5.4 Both institutions must advise annually the dates by which applications must be received.

5.5 A complete set of application papers will normally consist of:

5.5.1 host institution application forms;

5.5.2 official copy of applicant's academic transcript;

5.5.3 other supporting letters and academic background materials relevant to specific course selections, as requested during the application process.

6. RESPONSIBILITIES OF THE HOST INSTITUTION AFTER ADMISSION OF EXCHANGE STUDENTS NOMINATED BY THE HOME INSTITUTION

6.1 The host institution will provide such exchange student with formal letters of admission and other documents as may be required for establishing his/her student status for visa and other purposes.

6.2 The host institution will assign admitted exchange student to the appropriate school, department or division of faculty, and to appropriate academic advisers.

6.3 All appropriate student services and facilities of the host institution will be made available (where possible) to exchange students.

6.4 After the exchange student's completion of the period of study, the host institution will send the academic transcripts of the student's work to the appropriate officer of the home institution.

7. FEES AND BENEFITS AT HOST INSTITUTION

7.1 Each student shall pay the required tuition and fees to their home university and will not be charged the corresponding tuition and fees by the host university.

7.2 Any additional benefits for exchange students may be provided by mutual written agreement between the Parties. Miscellaneous fees such as special course fees, key deposits, books, etc., will be paid directly by each exchange student to the host institution.

7.3 Each exchange student shall be responsible for his or her own costs and expenses at the host institution including without limitation his or her own costs and expenses in travel, meal and accommodation. However, the host institution agrees to assist exchange students in obtaining accommodation for the period of the Exchange Programme. Whenever necessary, the Parties will provide a guide as to the expenses to be encountered by the exchange student while living in the host country.

8. INSURANCE, ENTRY AND VISA REQUIREMENT

8.1 Each exchange student should purchase his or her own health and accident insurance. Proof of adequate insurance coverage shall be submitted to the administrative body of each Party. Neither Party will assume responsibility for expenditure derived from the student illnesses or accidents.

8.2 Each exchange student shall ensure that all entry and visa requirements of the country of the host institution are complied with. Both Parties agree to provide the exchange student with information regarding the pertinent legal provisions of each host country.

9. **OTHERS**

9.1 Exchange students will be expected to abide by the laws and customs of the host country and by the policies, rules and regulations of the host institution. Where possible they will also be required to sit the same examinations for the courses in which they are enrolled as students for the host institution.

9.2 Upon completion of the Exchange Programme at the host institution, the exchange students must return to their home institution. Any extension of stay must be approved by both participating institutions.

10. AMENDMENTS OR MODIFICATIONS:

Any amendment or modification to this agreement to this Agreement shall be valid only if made in writing and duly executed by all parties hereto. Such amendments shall expressly reference this Agreement and specify the clause, provision or part thereof to be amended.

11. **NOTICES:**

Every notice, request or any other communication required or permitted to be given pursuant to this Agreement shall be in writing, in English and delivered personally or sent by registered or certified air mail or by courier or email (which shall be acknowledged by the other Party) to the Parties at the addresses as stated below:

(a) If to WOXSEN: Ms. Priyanka Banik
Woxsen University
Kamkole, Sadasivpet, Sangareddy District,
Hyderabad - 502 345, Telangana, India
Attention: Head - International Relations
Email: Priyanka.banik@woxsen.edu.in

(b) If to UFU: Ms. Valeska Virgínia Soares Souza
Universidade Federal de Uberlândia
Avenida João Naves de Ávila, 2121, Santa Mônica.
Uberlândia – MG/ Brazil

12. **CONFIDENTIALITY:**

The Parties agree and undertake to keep confidential at all times any information or data that may be exchange, acquired or shared in connection with any programme or activity conducted pursuant to this agreement save where the same is already in public domain.

13. **DISPUTE RESOLUTION:**

Any disputes arising from this agreement, which can not be resolved amicably, will be settled in accordance with the rules of International Law, with the parties being entitled to appeal to the competente authorities and/or Powers of their countries, in compliance with the rules of jurisdiction in force.

14. **EFFECTIVE DATE AND TERMINATION OF AGREEMENT:**

14.1. This Agreement shall be effective on and after the date of its signing by the authorized representatives of both Parties and remain in force for a period of five (5) years. Thereafter this Agreement may be renewed for a further period to be mutually agreed upon in writing by the Parties. Each year the Parties shall submit a brief report indicating any disparity in the number of exchange students and/or other issues or programmes.

14.2. Either Party may terminate this Agreement at any time by serving a written notice to the other Party at least three (3) months before the date of such termination. Notwithstanding such termination each Party agrees to carry out any negotiations and responsibilities assumed prior to the termination date.

15. **GOVERNING LAW:**

This agreement shall be governed by and construed in accordance with the legislation of the countries of origin of the signatory Institutions, with foreign mention or application being possible only insofar as it does not contradict the legislation of origin.

16. DISCLOSURE:

The UFU shall publish an abridged version of the terms of this agreement and its amendments in the federal official gazette *Diário Oficial da União* and in its webpage by the fifth (5th) work day of the month following the signature of this document.

IN WITNESS WHEREOF the authorised representatives of the Parties have executed this Agreement on the Effective Date.

Signed by Woxsen University Dr Raul Rodriguez Digitally signed by Dr Raul Rodriguez Date: 2025.09.27 12:36:17 +02'00' Dr. Raul V. Rodriguez Vice President	Signed by UFU ASSINADO DIGITALMENTE CARLOS HENRIQUE DE CARVALHO A conformidade com a assinatura pode ser verificada em: http://serpro.gov.br/assinador-digital SERPRO Dr. Carlos Henrique de Carvalho Rector
In the presence of Name Designation	In the presence of gov.br Documento assinado digitalmente VALESKA VIRGINIA SOARES SOUZA Data: 15/09/2025 16:32:46-0300 Verifique em https://validar.iti.gov.br Name Designation