

**AGREEMENT
BETWEEN**

**THE INSTITUTO NACIONAL DE ASTROFÍSICA, ÓPTICA Y ELECTRÓNICA
AND
NORWEGIAN UNIVERSITY OF SCIENCE AND TECHNOLOGY**

The Instituto Nacional de Astrofísica, Óptica y Electrónica (INAOE) and the Norwegian University of Science and Technology (NTNU), recognizing the educational and cultural exchanges which can be achieved between our two institutions, enter into this agreement to facilitate the exchange of students and scholars.

1. Definitions

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.

Semester or academic year shall normally refer to the period relevant to the host institution.

“Faculty” shall represent the appropriate academic entity at the respective institutions.

2. Purpose of the Agreement

- i) The general purpose of this agreement is to establish specific 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.
- ii) The purpose of exchanges between Faculty members is to promote collaborative research, other educational developments and to further mutual understanding.
- iii) The purpose of each student exchange is to enable students to enroll in subjects at the host institution for credit which will be applied towards their degree at their home institution.

3. Responsibilities of Participating Institutions and Students

Each institution shall undertake all those measures as are seen as reasonable to give maximum effect to this exchange program.

- i) Each institution agrees to accept and enroll exchange students as full-time, “non-award” students for the duration of their exchange. Exchange students will be exempt from the host institution’s tuition fees. In the case of an imbalance in the exchange the host institution may consider accepting and enrolling the student(s) without a tuition/fee exemption.

- ii) Each exchange student will be provided with the same academic resources and support services that are available to all students at the host institution.
- iii) It is the responsibility of each exchange student to obtain official approval from his or her home institution for subjects taken at the host institution.
- iv) It is the responsibility of each exchange student to ensure that he or she obtains a copy of his or her official statement of results covering the subjects taken during the period of exchange. Exchange students will be subject to the rules and procedures as specified by the host institution for the academic period in which the student enrolls. The home institution will have responsibility for all matters concerning credit for subjects taken.

4. Numbers of Participants

- i) Subject to the availability of suitable candidates, each institution will send to the other two bilateral exchange student each academic year, during the period of the agreement. The period of study for an exchange will be for one or two semesters.
- ii) In principle, the exchange of students will occur on a one for one basis. This number may vary in any given year, but over a fixed period of three years, the total number of students participating shall be balanced.

5. Selection and Enrolment of Students

It is expected that only highly motivated students of above-average academic quality will be selected to participate in an exchange program. The home institution will screen applications from its student body for exchange. Students, both undergraduate and post-graduate, are eligible to participate if they:

- i) have completed at least one year 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 enrolment proposal, approved by their home Faculty and host institution, and are deemed academically qualified to successfully complete the nominated subjects at the host institution. Each institution will inform the relevant International Office of subject availability, including enrolment limitations and conditions.
- iv) have obtained agreement from their home Faculty, that upon successful completion of the subjects at the host institution, full credit will be granted towards the degree at their home institution. In some circumstances, a student may undertake a clinical or practical assignment as part of an exchange program; and
- v) have satisfied any language proficiency requirements of the host institution.
- vi) TOEFL waiver (optional):
The INAOE waives its usual requirement that international students demonstrate their proficiency in English by meeting a set standard in a formal test of English as a second language (e.g. TOEFL) on the understanding that the student has at least a grade of four (4) in English from upper secondary school and NTNU provides proof of this.

Each institution will send completed applications for their students by the deadlines specified by the host institution. The host institution reserves the right of final approval on the admission of a student and will, where appropriate, establish language proficiency standards.

6. Financial Responsibilities of Institutions

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

- tuition and related costs (if applicable)
- orientation program (if available)
- transcript/reports
- reception/transportation of students on arrival (if available)

7. 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
- accommodation and living expenses
- health coverage relevant to the exchange institution and country
- personal travel within the host country

The cost of insurance will be paid by the exchange student.

The home institution shall satisfy itself that a candidate for exchange has the ability to meet all his or her financial responsibilities as detailed above.

8. Accommodation

The host institution does not guarantee accommodation on campus for incoming students. However, every effort will be made to provide students with information on-campus or off-campus accommodation within a reasonable distance from the campus. It is recognized that on-campus accommodation may not always be possible, and students should be made aware of this possibility as early in the application process as possible. Students will also be made aware of the fact that they are responsible for all costs associated with accommodation, including utility accounts and bond monies.

9. Exchange Students Families

It is not anticipated that spouses and dependents will accompany an exchange student. Where such arrangement is proposed, it is subject to the approval of the host institution on the understanding that all additional expenses are the responsibility of the exchange student. In addition, it will be the student's responsibility to secure housing for the accompanying family members.

10. Faculty and Staff Exchanges

The two institutions agree in principle to the possibility of exchanges by General staff (Administrative and Technical) 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 concerning exchange of accommodation, vehicles, etc.

11. Exchange Program Review

Both institutions will be responsible for a regular review of the exchange program on a yearly basis. The review is essential in order to make appropriate and mutually agreed modifications as may be required, and to identify new opportunities for cooperation in scholarship and research.

12. Period of Agreement

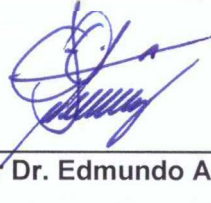
This Agreement will come into effect from the date of signature by both parties and will remain in force for an initial period of five years. The Agreement may be terminated by either party provided six months' written notice is given to the other party.

13. 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 given in writing and signed by both parties.

Signed on behalf of the Instituto Nacional de Astrofísica, Óptica y Electrónica

by:

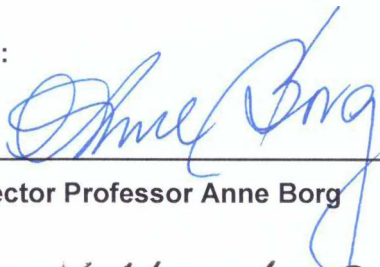


General Director Dr. Edmundo A. Gutiérrez Domínguez

Date: FEBRUARY 17, 2020

Signed on behalf of the Norwegian University of Science and Technology

by:



Rector Professor Anne Borg

Date: 16 March 2021



Norwegian University of
Science and Technology

MEMORANDUM OF UNDERSTANDING

BETWEEN

**THE INSTITUTO NACIONAL DE ASTROFÍSICA,
ÓPTICA Y ELECTRÓNICA
(INAOE)**

AND

**THE NORWEGIAN UNIVERSITY OF
SCIENCE AND TECHNOLOGY
(NTNU)**

This Memorandum of Understanding (hereafter MOU) between the Instituto Nacional de Astrofísica, Óptica y Electrónica (INAOE) and the Norwegian University of Science and Technology (NTNU) constitutes a framework for cooperation between the two parties.

Article 1

The MOU's objective is to facilitate further cooperation in research and education. This MOU is a statement of intent to foster genuine and mutually beneficial collaboration.

Article 2

This MOU shall remain in force for an initial period of five (5) years from the date of the last signature. Thereafter it shall be automatically renewed for successive five-year periods, unless either University terminates this Agreement by giving six months' written notice to the other party. Any amendments to the MOU are subject to approval in writing by both parties.

In case of disagreements between the two parties, this MOU can be cancelled by both parties by giving six months' written notice prior to the date of cancellation.

Article 3

The two parties should seek to promote:

1. Mobility of graduate and/or undergraduate students
2. Mobility of faculty and/or staff
3. Joint research activities and publications
4. Participation in seminars and academic meetings
5. Exchange of academic materials and academic publications;
6. Special short-term academic programs

Article 4

The parties may sign an Intellectual Property Rights (IPR) document in order to secure rights when it comes to research results and publications.

Article 5

Participating staff and students involved in any activities under this MOU must adhere to the law of the host countries and rules and regulations of the host institutions.

Article 6

Both parties welcome the establishment of this document and agree to the provisions given above.

There will be **two** copies of this MOU equally valid, **one** for each party.

Instituto Nacional de Astrofísica, Óptica y
Electrónica (INAOE)

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General Director

Dr. Edmundo A. Gutiérrez Domínguez
In block letters

Date (mm.dd.year) 02/17/2020

Seal



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.....
Rector

Professor Anne Borg
In block letters

Date (mm.dd.year) 03.16.2021

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