

RENEWAL OF AGREEMENT OF ACADEMIC COOPERATION  
BETWEEN  
OTTERBEIN COLLEGE  
AND  
THE UNIVERSITY OF KALMAR

Otterbein College and the University of Kalmar hereby enter into a renewal of an agreement of cooperation originally signed in September 2002 and extended by addendum in October 2005. The purpose of this renewal is to continue a program of academic and student exchange and collaboration in areas of interest and benefit to both institutions.

I.

The purposes of the cooperation between Otterbein College and the University of Kalmar are as follows:

- To promote interest in the teaching and research activities of the respective institutions.
- To deepen the understanding of the cultural, economic, and social environments of the respective institutions.

II.

To achieve these goals for the **Exchange of Undergraduate and Graduate Students**, Otterbein College and the University of Kalmar agree to the following:

1. Each institution will receive a maximum of four (4) undergraduate students of the partner institution, each one attending one 20-week semester, or the equivalent. Students from each school can attend the host institution for as many as 80 weeks per year in total in various combinations. The goal is to maintain a balance of the number of weeks attended by students from each school. Departments of the respective institutions may establish separate exchange agreements and according to provisions thereof will work out arrangements and limitations separate from the above.
2. Exchange students will pay the tuition fee to the home university, and this tuition fee will be waived for exchange students by the host university, except for additional fees associated with particular courses.
3. Exchange students will be responsible for all expenses other than tuition fees, including, but not limited to, accommodation, food, travel, visas, insurance, books, and equipment.

4. Otterbein College will provide meals in its Dining Hall and accommodation in either on-campus residence halls or in on-campus apartments, depending on availability. In the former case, Kalmar students will pay Otterbein the regular room and board charges for these services. In the latter case, they will pay Otterbein the regular apartment rental rate and will have the option of purchasing a meal plan from Otterbein or being responsible for their own food. The University of Kalmar will make available different forms of accommodation to Otterbein students, and Otterbein students will be responsible for their food, which is available on campus and in the city of Kalmar.
5. The home institution will approve its own students for placement in the exchange based on good academic standing.
6. Exchange students must have completed one full year of their program of study before embarking on the exchange.
7. Exchange students will be permitted to register at the host institution for any course for which they are qualified and will pursue a program developed in consultation with the home institution. It is accepted that vacancies in all courses at the host institution cannot be guaranteed.
8. Exchange students will be subject to the rules, regulations, and discipline of the host institution.
9. If an exchange student voluntarily withdraws before the end of the course, it will be considered as a completed exchange. There will be no replacement for that exchange student for the quarter/semester.
10. Exchange students will be entitled to use the medical services of the host institution. However, all exchange students hosted by either institution must obtain, at their own expense and before traveling to the host institution, medical insurance suitable for the host country, or satisfy the host institution that they will participate in its approved group policy if available.
11. Each institution will ensure that adequate arrangements are made for the orientation of exchange students and will work toward the integration of exchange students into student life of the host institution.
12. At the end of the exchange period, the host institution will send academic transcripts or the equivalent to the home institution. However, in accordance with U.S. federal law, a Kalmar student must submit a written request to the Otterbein Registrar before a transcript can be sent. Recognition of the academic work carried out by the exchange students is at the discretion of the home institution.

## III.

To achieve these goals for the **Exchange of Faculty**, Otterbein College and the University of Kalmar agree to the following:

1. Both universities will promote institutional exchanges by inviting faculty and staff of partner institutions to participate in a variety of teaching and/or research activities and professional development.
2. The home institution will continue to pay the salary of the exchange staff and will also pay his/her round-trip airfare. The host institution will, if necessary funds are available, provide the exchange staff with accommodation and meals on campus at no cost or an allowance to cover meals.
3. The host institution will endeavor to provide office space, access to information technology, and assistance with immigration formalities.
4. Exchange faculty will be entitled to access the same resources and support services as normally provided to members of staff at the host institution.
5. Staff exchanges are subject to the consent of the relevant school at the host institution. The activities to be undertaken by the exchange faculty will be agreed upon in writing prior to the exchange.

## IV.

Otterbein College and the University of Kalmar agree to designate the following individuals to oversee and facilitate implementation of this agreement in cooperation with other appropriate administrators at the respective institutions:

**For the exchange of undergraduate and graduate students:**

Director of International Student Programs  
Otterbein College

International Coordinator  
International Office  
The University of Kalmar

These program coordinators will have the following responsibilities:

- To promote academic collaboration at the undergraduate level for study and research.
- To act as principal contacts for individual and group activities and to plan and coordinate all activities within their institutions as well as with the partner institution.
- To review and evaluate periodically past activities and to work out new ideas for future cooperative agreements.

**For the exchange of faculty:**

Vice President for Academic Affairs/Academic Dean  
Otterbein College

International Coordinator  
International Office  
The University of Kalmar

These program directors will have the following responsibilities:

- To promote academic collaboration at the faculty level for teaching and research.
- To act as principal contacts for individual and group activities and to plan and coordinate all activities within their own institution as well as the partner institution.
- To distribute to each institution information about the faculty, facilities, research, publications, library materials, and educational resources of the other institution.
- To review and evaluate periodically past activities and to work out new ideas for future cooperative agreements.

V.

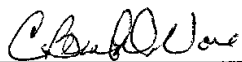
This document is an Agreement of Academic Cooperation for general purposes. Individual agreements between departments of the respective institutions are encouraged. may differ in specific details from this document, and should be signed by the President of Otterbein College and the Rector of the University of Kalmar. In addition, departments that establish agreements should inform the Director of International Student Programs or the Vice President for Academic Affairs/Academic Dean of Otterbein College, and the International Coordinator of the University of Kalmar of any additional plans. The scope of activities under this agreement shall be determined by the funds

regularly available at both institutions for the types of collaboration undertaken and by the financial assistance that may be obtained by either institution from external sources.

## VI.

Upon approval by each institution, this agreement shall remain in effect for three years or until terminated by either institution. Such termination by one institution shall be affected by giving the other institution at least six months advance written notice of its intention to terminate. Termination shall be without penalty. If this agreement is terminated, neither Otterbein College nor the University of Kalmar shall be liable to reimburse each other for any monetary or other losses that may result.

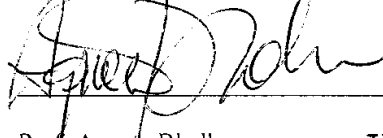
FOR OTTERBEIN COLLEGE



Dr. C. Brent DeVore  
President

Date 5 Nov 08

FOR THE UNIVERSITY OF KALMAR



Prof. Agneta Bladh  
Rector

Date 2008-10-01