

**MEMORANDUM OF AGREEMENT  
BETWEEN  
OTTERBEIN COLLEGE, OHIO, USA  
AND  
UNIVERSITEIT MAASTRICHT, THE NETHERLANDS**

This Agreement is a renewal of the Agreement between Otterbein College and Universiteit Maastricht that began on January 1, 2001. This Agreement takes effect on July 1, 2004. It involves the Department of Business, Accounting and Economics and all other departments of Otterbein College, and the Faculty of Economics and Business Administration of the Universiteit Maastricht and University College Maastricht (Universiteit Maastricht).

**AIM**

To establish a framework for the benefit of Otterbein College and Universiteit Maastricht that will facilitate the exchange of students and faculty in equivalent numbers and will foment cooperation and scholarship between the two schools.

**PURPOSE AND REQUIREMENTS**

To enable students in the Faculty of Economics and Business Administration of Universiteit Maastricht to study a combination of subjects in Economics and Business and in any other appropriate field of interest at Otterbein College, and to enable students in the University College Maastricht to study a combination of subjects in any appropriate field of interest at Otterbein College. Universiteit Maastricht students will be expected to sit for examinations for all chosen subjects under the same conditions as the students from Otterbein College. The results of Economics and Business students will be forwarded to the Head of International Relations of the Faculty of Economics and Business Administration at Universiteit Maastricht, who will use them to validate their study abroad. The results of University College Maastricht students will be forwarded to the Head of International Relations of the University College Maastricht, who will use them to validate these students' study abroad. The Department of Business, Accounting and Economics exchange program liaison at Otterbein College will be responsible for the integration of Economics and Business students into the academic program, and the Otterbein College Study Abroad Coordinator will be responsible for the integration of University College students into the academic program. In addition, the Otterbein College Study Abroad Coordinator will be responsible for the integration of all Universiteit Maastricht students into student life and activities.

To enable students from Otterbein College to follow courses at Universiteit Maastricht. They will be expected to follow course requirements in the same way as Universiteit Maastricht students. The Head of International Relations of the Universiteit Maastricht Faculty of Economics and Business Administration will be responsible for the tutoring of Business students coming from Otterbein College and the administration of examinations, the results of which will be forwarded to the Otterbein College Department of Business, Accounting and Economics exchange program liaison, who will use them to validate these students' study abroad. The Head of International Relations of the University College will be responsible for all other students coming from Otterbein College and the administration of examinations, the results of which will be forwarded to the Otterbein College Study Abroad Coordinator, who will use them to validate these students' study abroad.

It is the intention of both partners to extend their academic cooperation in other ways, such as faculty and staff exchanges, research, and other forms of academic collaboration.

#### NUMBERS

The academic year of Otterbein College consists of three 10-week quarters, and that of Universiteit Maastricht two 16-week semesters. Each institution will strive to arrange for its students to attend the same number of weeks per year collectively as those of its exchange partner. While equivalent numbers of weeks will not be insisted upon, it is agreed that efforts will be made to equalize these numbers in each direction, taking one year with another.

#### SELECTION OF PARTICIPANTS

Each institution will be responsible for selecting its participants in the exchange program, subject to the host institution's entry requirements, and will ensure that these participants are sufficiently proficient in English to be able to take academic courses at the host institution.

#### RESPONSIBILITY OF THE INSTITUTIONS

Both institutions agree to enroll the students selected as full-time students in accordance with the statutes and ordinances of the host institutions for the duration of their study without charging any tuition fee.

Universiteit Maastricht will provide Otterbein College students the opportunity to apply to live in the Guesthouse.

Otterbein College will offer Universiteit Maastricht students accommodation in campus housing as well as all meals in the campus dining facilities, making available to them a number of meal-plan options, or alternatively if possible, accommodation in off-campus housing.

Each institution will be responsible for educating its own students and those of its partner institution about safety, security, and other issues related to studying abroad.

#### RESPONSIBILITY OF THE STUDENTS

Cost of accommodation, meals, health care, travel, insurance, textbooks, and additional course or laboratory fees will be the responsibility of the students.

Otterbein College students who live in the Guesthouse will pay room charges directly to Universiteit Maastricht.

Universiteit Maastricht students who live in campus housing will pay room and board fees directly to Otterbein College. Those living in the Commons Apartments on campus or in off-campus housing may purchase a college meal plan or points (1 point = \$1) if they wish, or they may buy their own food independently and prepare it themselves.

#### ACCOUNTABILITY AND CONTACT

Both institutions agree to keep in regular contact through their respective offices of International Relations and report progress or other specific information as requested. For this purpose the contact for Otterbein College will be:

Charles L. Vedder  
Director of International Student Programs  
Study Abroad Coordinator  
Student Affairs Office  
Otterbein College  
One Otterbein College  
Westerville, OH 43081-2006  
U.S.A.

Telephone: +614-823-1312  
FAX: +614-823-3299  
e-mail: [CVedder@otterbein.edu](mailto:CVedder@otterbein.edu)

And for this same purpose, the contacts for Universiteit Maastricht will be:

Ms. E.J.J.M. Ploumen  
Head International Relations Office  
Universiteit Maastricht  
Faculty of Economics and Business  
Administration  
P.O. Box 616  
6200 MD MAASTRICHT  
The Netherlands  
Telephone: 0031-43-3883706  
e-mail: [L.Ploumen@EFB.unimaas.nl](mailto:L.Ploumen@EFB.unimaas.nl)

Ms. I. Engelen  
Head International Relations Office  
Universiteit Maastricht  
University College Maastricht  
P.O. Box 616  
6200 MD MAASTRICHT  
The Netherlands  
Telephone: 0031-43-3884978  
e-mail: [Ina.Engelen@UCM.unimaas.nl](mailto:Ina.Engelen@UCM.unimaas.nl)

#### TERMINATION

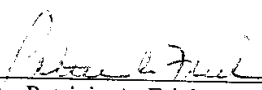
This Agreement will remain in effect until terminated by either partner. It will be reviewed at the end of each academic year. Should either partner wish to terminate the Agreement, it must notify the other partner one year prior to the date termination is to become effective.

IN WITNESS THEREOF, the parties representing the institutions offer their signatures:

For Otterbein College:

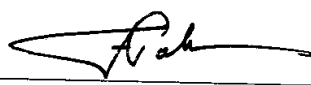
  
Dr. C. Brent DeVore  
President

Date 30 Sept 04


  
Dr. Patricia A. Frick  
Vice President for Academic Affairs

Date 1/30/04

For Universiteit Maastricht:

  
Prof. Dr. ~~E. Muller~~ F.C. Palm  
~~Interim~~ Dean, Faculty of Economics  
and Business Administration

Date Nov 19, 2004

  
Prof. Dr. L. Boon  
Dean, University College Maastricht

Date 12/6/04