**SPECIFIC AGREEMENT ON ACADEMIC MOBILITY FOR STUDENTS**

**SUBSCRIBED BETWEEN**

**XXXXXX**

**AND**

**UNIVERSIDAD PEDAGÓGICA NACIONAL**

Between **XXXXX**, located in XXXXX, represented by XXXXX, identified by ID number XXXXX, designated through XXXXX, henceforth **XXXXX**, and **UNIVERSIDAD PEDAGÓGICA NACIONAL**, with headquarters in Calle 72 No. 11 – 86 in Bogotá D.C., Colombia, here represented by its Rector **LEONARDO FABIO MARTÍNEZ PÉREZ**, identified by ID No. 80.229.991 of Bogotá, designated by Superior Council Agreement No. 022 of 2018, Record of Positioning No. 0238 of 2018, henceforth **UPN,** we agree on subscribing this Specific Agreement on Academic Mobility for Students, taking into account the following

**CONSIDERATIONS**

That between **XXXXX** and **UPN** was subscribed the Framework Agreement No. XXXXX, with the aim of “*XXXXX*”.

That the letters *XXXXX* of Clause XXXXX of the Framework Agreement establish that “XXXXX*”.*

That in accordance with the aforementioned, the Parties agree on subscribing the present Specific Agreement on Academic Mobility for undergraduate and postgraduate Students, that will be regulated by the following

**CLAUSES**

**CLAUSE ONE – PURPOSE OF THE AGREEMENT.** Promover la movilidad para estudiantes de pregrado y posgrado de la **XXXXXXX** y la **UPN** en el marco de la cooperación académica.

**CLAUSE TWO – TERMS.** The cooperation to be carried out in accordance with this Specific Agreement will cover activities corresponding to the Parties in order to achieve the aforementioned purpose. Thus, the Parties commit to exchange students who will accumulate credits for their corresponding programmes at the university of origin based on their participation in joint activities.

**CLAUSE THREE – HOME UNIVERSITY AND HOST UNIVERSITY.** The Parties agree on

1. Exchanging a given number of students per academic term and mobility programme; this number will be defined in the Annual Plan for Academic Mobility for Students and will be based on the demand of each institution.
2. Receiving and inscribing the mobility students for the duration of their stay. These mobility students will not obtain a university degree of the host institution, unless mobility is carried out in the framework of the Specific Agreement on Dual Degrees or on Shared Degrees. In this case, documentation deadlines and requirements of both institutions must be complied with.
3. Recognizing the students’ academic results and credits for the courses taken at the host institution as well as making them effective through homologation.
4. Assigning academic tutors to the mobility students.
5. Providing the mobility students with the same academic resources and the same supporting infrastructure as is provided to the students of the host institution.
6. Informing the academic tutors of the host institution about the study plans of the mobility students for their respective approval. If necessary, the plan may be adjusted. It will establish the academic criteria to be followed in order to optimize the learning processes.
7. Validating the credits for the courses taken at the host institution.
8. Cancelling unilaterally the academic mobility of a student in case of a just reason.
9. Verifying the compliance with the documentation required for mobility.

**CLAUSE FOUR – STUDENT MOBILITY.** The mobility students commit to

1. Comply with the proceedings of their home institutions in order to apply for academic exchange or mobility.
2. Cover the costs of transport, housing, food, proceedings and contingencies, unless any of these costs be covered by a particular reciprocal mobility programme subscribed previously by both institutions in the Annual Mobility Plan.
3. Pay their regular tuition fees in their home institution for the time of the student exchange, no matter if this is internship, short course or academic semester. The host institution will exempt the mobility students of fees for the courses they will take.
4. Pay for the rights not related to tuition fees in the host institution, such as student ID, insurance, among others. Each institution will indicate these rights before mobility.
5. Obtain a copy of their official academic results corresponding to the courses taken during the exchange at the end of the academic period.
6. Elaborate a study plan of common accord with their academic tutors at the institution of origin, where they will select the courses to be studied at the host institution. These must be equivalent to the courses of their study plan of their home institution during the semester or year of the exchange.
7. Elaborate, together with the academic tutors of the host institution, an academic report at the end of the stay. This report will be given to the tutors at the home institutions with a copy for the Mixed Commission of each institution.
8. Comply with the general regulations, the mobility handbook and the student regulations of host and home institutions.
9. At their home institutions to proceed with the validation of the courses taken at the host institution.
10. Return to their home institutions at the end of the academic exchange.

**CLAUSE FIVE –SELECTION AND ADMISSION OF STUDENTS TO MOBILITY.** Each Party will select students with a high academic level for exchange. This process will depend on the regulations, procedures and calendar of each institution. The home institution is responsible for the selection and presentation of the participants.

Each Party will send to the other the application forms for mobility submitted by the students together with the corresponding information, complete documentation and annexes on the dates established by each institution (at least two months before the exchange). The host institution reserves the right to definitely accept or reject a student.

**CLAUSE SIX – FINANCIAL RESOURCES.** The costs for mobility that may arise with the subscription of this Agreement will be covered by the selected students. Each institution may give economic support to students depending on its conditions and regulations.

The students may receive a scholarship or support agreed upon by the institutions if the Annual Plan for Mobility considers this possibility in specific mobility programmes.

**CLAUSE SEVEN – INTERINSTITUTIONAL FOLLOW-UP COMMITTEE.** This Agreement will be coordinated by (title) **XXXXX** of **XXXXX** and (title) **XXXXX** of **UPN**.

**PARAGRAPH.** The follow-up committee for this Agreement will have the following function, among others: to elaborate the Annual Work Plan for the following term, which will specify the activities to be carried out, a chronogram and its achievements.

With the aim of verifying and coordinating the activities planned in the Annual Work Plan as well as of elaborating the necessary reports, the Coordinators of the Agreement will have direct or on-line meetings to agree on follow-up mechanisms, to prepare whatever may be necessary to carry out the Annual Work Plan, and to elaborate and present the respective reports.

**CLAUSE EIGHT – COMMUNICATIONS AND NOTIFICATIONS.** All communications and notifications will be sent to the following addresses:

At UPN:

XXXXXXXXXXXXXXXX

Address: Calle 72 No. 11–86, Bogotá, Colombia

Phone: 5941894 ext. XXX

E-mail address: XXXXXXXXXXXXXXXXX

At XXXXXXXXX:

XXXXXXXXXXXX

Address: XXXXXXX

Phone: XXXXXXXX

E-mail address: XXXXXXXXXXXXXXXXX

**CLÁUSULA NOVENA:**

**CLÁUSULA DÉCIMA.- RELACIÓN LABORAL**: Todas las personas implicadas para efectos del desarrollo del objeto del presente convenio o de los específicos, mantendrán relación

**CLAUSE NINE – LABOUR RELATIONS**: All persons involved in the development of the purpose of this Agreement will maintain their relation with the institutions they work for.

**CLAUSE TEN - EXCLUSIVITY.** The present Agreement does not restrict the Parties from signing similar Agreements with other institutions.

**CLAUSE ELEVEN – CESSION.** This Agreement must not be ceded totally or partially to a third party, except there be a written authorization agreed upon by the Parties.

**CLAUSE TWELVE – INDEMNITY.** The Parties will be obliged to maintain mutual indemnity and to remain free of any harm that may be caused by complaints of third parties and that may be the result of their actions or of those caused by subcontractors or employees during the development of the Agreement.

**CLAUSE THIRTEEN – DURATION.** The duration of the present Agreement will be five (5) years from the date of perfecting the Agreement. It may be renewed before the termination date on mutual agreement of both Parties and by a written agreement signed by the legal representatives of the Parties.

**CLAUSE FOURTEEN- TERMINATION.** This Agreement will end at the termination date initially stipulated or at the end of the renewal. It could be terminated in advance on common agreement of the Parties through the joint elaboration of an Act of Termination that includes the new date of termination of the Agreement.

**CLAUSE FIFTEEN- CONFLICT RESOLUTION.** The Parties agree that in case of any difference or controversy related to this Agreement, they will preferably resort to any of the following alternative methods for conflict resolution: transaction, direct arrangement, mediation, friendly composition and conciliation.

**CLAUSE SIXTEEN- PERFECTIONING.** After reading the present Agreement, accepting that there is no harm to the universities’ budgets and after understanding the content and scope of each clause, it will be perfected by the signatures of the legal representatives in two equal counterparts and to one sole effect.

XXXXXX (place), date

For **XXXXXXX: XXXXXXXXXXXXXXXXXXXXXXXXXXX**

XXXXXXXXX

For **UPN:** **LEONARDO FABIO MARTÍNEZ PÉREZ**

Rector