



国际学院  
International College Beijing

Dear Ms Goyal,

Greetings from the Business School, International College Beijing (ICB) of China Agricultural University (CAU)!

I write to you to introduce you the international undergraduate programs, student exchange programs and summer schools, and visiting scholar programs of my college.

With the accreditation from NCA of US and the audit by QAA of UK, we offer majors in Business studies, Economics, Communication, and minors in Chinese Studies. All programs are taught in English by international faculty with transferrable credits in US and UK.

We offer flexible models for student exchange programs and summer school programs, which may combine the field trip courses in the curriculum of your home university and courses of Chinese studies. The faculty are also welcomed to have a visiting research and teaching in our college with payment.

Our college ICB is one of the leading colleges in international collaboration, which offers the quality undergraduate education with international standards. In this college, international students will receive high quality international education certification, bilingual language acquisition, multicultural immersion and cross border study experience.

Our university CAU is one of the top Chinese national universities that offers comprehensive subjects in education, within which 4 subjects are listed in world top 1% of ESI and 6 academic disciplines are listed as the top one among 700 Chinese universities according to the Ministry of Education.

We are open to all kinds of sustainable collaborations.

Our college prospectuses are enclosed in this packet. For more details, please visit our website: [icbe.cau.edu.cn](http://icbe.cau.edu.cn).

Best regards,

Dr. Megan Qi

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# EDUCATION COLLABORATION AGREEMENT

Between

CHINA AGRICULTURAL UNIVERSITY

and

APG SHIMLA UNIVERSITY

Recognizing the importance of mutual collaboration and the contributions to society made by institutions of higher education, China Agricultural University and APG Shimla University share a desire to mutually strengthen the added value through providing students opportunities of international education programmes for enriching multi-culture background, multi-language skills and global perspectives.

The primary purpose of this agreement is to provide a basis within which two universities intend to establish a non-exclusive arrangement for undergraduate education collaboration based upon this agreement.

## Definitions:

"Host University"	The university admitting the students from the other partner university based upon this agreement.
"Home University"	The university initially sending the students to the Host University based upon this agreement.
"Applicant"	The student in Home University intending to participate in the education collaboration programmes based upon this agreement.
"Exchange Student"	The student who initially registered in Home University for a period of study before he/she is transferred to Host University for a continuous study.

## THE AGREEMENT

### 1. Types of education collaborations

#### 1.1 Joint undergraduate degree programme

The collaboration between two universities is for the exchange of undergraduate students for at least one term/semester study. Subject to independent academic standards and evaluation, such study may lead to a baccalaureate degree from both Host University and Home University or one university.

#### 1.2 Summer school programme

The collaboration between two universities is for the exchange of undergraduate students for a summer term. Subject to independent academic standards and evaluation by both universities, the modules offered can be recognised as a part of the curriculum of a degree programme or not.

#### 1.3 Recommendation to Master degree programme

The collaboration between two universities is for the recommendation of Applicant who has graduated from Home University and intends to pursue a master degree in his/her bachelor degree related subject in Host University.

## **2. Common understanding of both universities on collaboration**

### **2.1 Equal Opportunity of students**

Both universities shall offer equal opportunities to all registered students for their applications for programmes defined in this agreement.

### **2.2 Independence of academic standards, judgement and decision making**

- (1) For admitting an Applicant and conferring a baccalaureate degree to an Exchange Student transferred from the Home University, the Host University reserves the right of independence in the academic standards and methodology applied for evaluating the curriculum, syllabus, and credits etc. of the Home University, and the language proficiency and academic competence of the Applicant.

The Host University reserves the right of independent decision making on admitting the Applicant from Home University and conferring a baccalaureate degree to the Exchange Student.

- (2) For recommending an Applicant and conferring a baccalaureate degree to an Exchange Student transferred to the Host University, the Home University reserves the right of independence in the academic standards and methodology applied for evaluating the curriculum, syllabus, and credits, etc. of the Host University, and the language proficiency and academic competence of the Exchange Student.

The Home University reserves the right of keeping the Exchange Student the status of registered student when he/she is studying in Host University based upon this collaboration agreement.

The Home University reserves the right of decision making on conferring a baccalaureate degree to Exchange Student.

### **2.3 Responsibility of conforming to the regulations and law**

Both Universities are responsible for designing and operating this collaboration within respective country border in accordance with any applicable regulations, guidance or law of respective governments.

### **2.4 Intellectual property protection**

Nothing in this agreement confers upon the other collaboration university a right to use any intellectual property of the owner university except to the extent expressly provided with an authorisation statement.

## **3. The operation of the programme**

### **3.1 Administration system**

Both universities shall establish a responsible administration system correspondingly to manage this collaboration programme. The administration system at least should include:

- (1) A senior administrator at the president/chancellor level, who is responsible for strategic management;
- (2) An administrator from the office of university international administration, who is responsible for international affairs;
- (3) The Dean of college/faculty that involved into this collaboration agreement, who is responsible for important decision making on the development of the collaboration;
- (4) The Deputy Dean/Chair of academic subject division, who is responsible for key operational decision making on the operation of the collaboration;
- (5) The programme coordinator, who is responsible for the liaison of the daily operation of the collaboration;

Any other roles and responsibilities can be further defined based upon a necessity of the collaboration and agreement between two universities.

### **3.2 Programme review and development**

Two universities shall meet regularly and conduct a face-to-face review of the collaboration at least at annual basis or more frequently by the necessity. The topics include but not limit in collaboration planning, progress, problems, operation schedule, and new strategy etc. Any modification of previous agreed items and conditions shall be written, numbered and signed by the key members of the Administration Systems of two universities.

### **3.3 Data and records sharing**

Based upon a signed written agreement by the Applicant or Exchange Student, two universities shall equally share the student data and records for the regular academic administration and the collaboration operation purpose.

All data and records of Applicants and Exchange Students shall be provided with a defined format and on an agreed time basis.

### **3.4 Other arrangements**

Both universities shall have specific facilitating arrangement for the ease of Exchange Student to be admitted to and settled in the Host University. Such arrangements shall include:

- (1) Programme publicity by both universities on campus and to the government education authority and the public;
- (2) Home University shall offer complete information to the applicants at the earliest time; Host University shall provide-Home University the updated information about the programme at the earliest time;

- (3) Both universities shall provide effective support and service for the Applicant evaluation process, the Applicant's visa application, accommodation reservation and international travel to Host University;
- (4) The Host University shall provide the Exchange Student sufficient induction on study and life;
- (5) The Host University shall arrange one stop emergency contact and help scheme for Exchange Student.

### **3.5 Details of academic standards and operating procedures**

The details of academic standards and operating procedures related to each types of the programme of this agreement are specified in corresponding appendix to this agreement. All documents in the appendix shall be numbered and signed by authorised members of the Administration System of the collaboration universities. The documents in the appendix have the equal effectiveness as those terms and conditions in the main body of the agreement.

The terms and conditions in the documents of appendix of this agreement are subject to a regular review and modification of two universities in accordance with the further development of the collaboration.

### **4. Liability and indemnity**

Nothing in this agreement shall be construed to limit or exclude either university's liability for death or personal injury of the Exchange Student(s) caused by its or its employees' negligence or for fraud.

Either university shall not be liable for failure to perform its obligations under this agreement, nor be liable to any claim for compensation or damage, nor be deemed to be in breach of this agreement, if such failure arises from an occurrence or circumstances beyond the reasonable control of that university, including, without limitation, acts of God, war, terrorism, industrial disputes, fire, flood, tempest and national emergencies.

### **5. Term and Termination**

- (1) This agreement shall commence on the date of it being signed and shall continue for the Initial Term of five years unless it is terminated earlier in accordance with the agreement of two universities.
- (2) At the end of the Initial Term, this agreement shall be automatically extended for the Extended Term unless either Party serves written notice to the other terminating this agreement at least six months before the end of the Initial Term.
- (3) Either university may terminate this agreement for convenience on giving to the other university not less than 12 months notice in writing.