

# MEMORANDUM OF UNDERSTANDING

BETWEEN

**SOUTHWESTERN OKLAHOMA STATE UNIVERSITY  
(SWOSU), Weatherford, Oklahoma, United States of America**  
And  
**UNIVERSITY OF CRETE  
(UC) Heraklion and Rethymno, Crete, Greece**

**WHEREAS:** Parties wish to establish mutual cooperation for the academic education and development of both parties;

Parties agree as follows:

1. Cooperation between parties shall be carried out, subject to availability of funds, the approval of both parties and on the basis of reciprocity, through such activities or programs as:
  - Exchange of students and staff;
  - Joint research activities;
  - Participation in seminars and academic meetings;
  - Exchange of academic information and materials
  - Publication activities of mutual interests
2. The cooperation described above will in every case be dependent upon the availability of necessary funds, from within both parties or from external resources. Both parties, separately or jointly, will try to allocate resources.
3. The areas of cooperation include, subject to mutual consent, any program offered by either party and having potential to contribute to the mission and effectiveness of either party and/or contribute to fostering the cooperative relationship between the parties.
4. Each program and activity will be negotiated on an annual basis. Each party will designate a contact person who will be responsible for the implementation of the Letter of Agreement.

The Liaison Officer at UC will be Eugenia Skountaki, International Public Relations Department.

The Liaison Officer at SWOSU will be Randy Beckloff, Director of International Student Affairs.

5. Concerning an exchange program and collaborative research, the following topics will be arranged with mutual consent:
  - Requirements concerning admission of students;
  - Number and duration of the exchanges;
  - Aim of the exchange or the collaborative research;



- Facilities offered by each party.
6. Concerning staff exchange programs and collaborative research the parties hereby further agree that:
- Travel and living expenses shall be the responsibility of the visiting participants, unless both institutions agree to alternatives.
  - The host party will assist in finding lodging for visiting participants.
  - Visiting participants will be responsible for obtaining the necessary insurance coverage (medical, insurance of damage etc). The host institution cannot be held responsible for any damage suffered or caused by a visiting participant. A visiting participant must be able to show the insurance contract on the request of the responsible administrator of the host institution. Visiting participants will abide by the rules and regulations of the host institution and by local laws.
7. Concerning student exchange programs parties also agree that:
- Exchange students studying for one semester or one academic year do not pay tuition and fees (waiver policy), provided that a reciprocal exchange of students is implemented in each academic year, as stipulated below.
  - Each academic year one institution will allow no more than 2 students from the other institution to enroll as exchange students. However, the exchange of students must be reciprocal, in order for the sending institution's exchange students to benefit from the waiver policy at the host institution.
  - If after an initial waiver-free period of 2 academic years (upon signing of the Memorandum of Understanding) the exchange of students is unilateral (without the other institution actually sending students for exchange), the waiver policy is superseded and exchange students from the sending institution must pay tuition and fees to the receiving institution.
  - Students enrolled in degree programs at the receiving institution (2 academic years or more) pay tuition and fees, in accordance with the tuition schedule at the receiving institution.
  - Expenses for insurance, for travel to and the stay in the host country will be borne by the participating student.
  - The departments involved in the exchange at the receiving institution will provide for academic counseling in order to ensure that the sending institution recognises all academic courses.
  - Information concerning the types of training involved and their mode of access, the diplomas and/or certificates that may be granted, and information about research programs as well as those groups which are involved in it, will be systematically exchanged between the two parties.
8. The present Memorandum of Understanding is signed for 5 years (five years), starting from the date of its signature by both parties, and is renewable by agreement of both parties. Either party may terminate this Memorandum of Understanding by means of a certified (registered) letter received by the other party six months prior to the end of any academic year.
9. The present Memorandum of Understanding is written in English language in two (2) identical copies; the representatives of the parties will sign each copy.

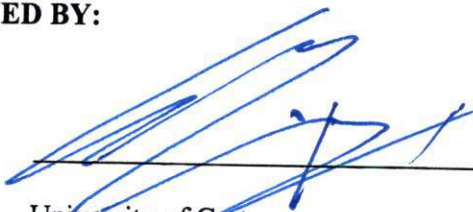


**SIGNED BY:**



James South, Provost and VPAA  
Southwestern Oklahoma State University

Date: November 16, 2018



University of Crete

Date: Heraklion, 11.03.2019

