



**Memorandum of Agreement  
on Student Exchange  
Between**



**Nommensen HKBP University and National Changhua University of Education**

Based on the Memorandum of Understanding between Nommensen HKBP University (NHU) and National Changhua University of Education (NCUE), NHU and NCUE hereby enter into the following memorandum for the smooth implementation of student exchange.

1. Period of Study of Exchange Students

The period of study of the exchange students shall be a maximum of one (1) year in principle.

2. Number of Exchange Students

The number of exchange students shall be agreed by the universities.

3. Status of Exchange Students

Exchange students shall retain their degree-seeking status at their home university, but shall be non-degree-seeking students at the host university.

4. Application and Entrance Procedures

(1) The universities shall establish procedures for the acceptance of exchange students, and the selection of exchange students shall be based on academic achievement. Exchange students shall possess language skills and other academic abilities at or above a certain level to handle the programs at the host university. The host university shall have the right not to permit entrance of exchange students who do not meet the host university's entrance requirements.

(2) The home university shall send dossiers and other necessary materials regarding the selected exchange students to the host university by the designated deadline.

5. Acquisition and Recognition of Credits

The host university shall provide information regarding the academic achievement of the exchange students when requested by the home university. The home university may recognize credits for courses taken by exchange students based on the regulations and procedures at their university.

6. Tuition Fees, Etc.

The host university shall waive examination fees, entrance fees, and tuition fees for exchange students. Various other fees shall be borne by exchange students.

7. Housing

The host university shall provide as much support as possible so that exchange students can find affordable, quality housing or dormitory, and the fees shall be borne by exchange students.

8. University Support

The host university shall provide support to exchange students in relation to visa acquisition and various other procedures.

9. Usage of University Facilities

Exchange students shall be given the same privileges of university facility usage as degree-seeking students at the host university.

Nommensen HKBP University



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Dr. Ir. Sabam Malau

Rector

Date:

National Changhai University of Education



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Dr. Yen-Kuang Kuo

President

Date: May 23, 2017