



MEMORANDUM OF UNDERSTANDING

Between

TRAKYA UNIVERSITY
Edirne, Turkey

And

Aristotle University of Thessaloniki,
Thessaloniki, Greece

In order to promote educational and cultural cooperation in the areas of education, research, and other activities, Aristotle University of Thessaloniki and Trakya University would like renew the bilateral agreement that was signed on December 15th, 2015 and join in the following articles.

The two universities will endeavor to cooperate in education and research in areas of mutual interest. To the extent feasible, both universities will encourage direct contact and cooperation between faculty members, departments, research institutions and students.

I. AREAS OF COOPERATION

Specific areas of cooperation between the two universities may include, but are not limited to, the following:

1. Exchange of faculty;
2. Exchange of students;
3. Joint research activities, lectures and lectures via-e-learning;
4. Participation in seminars and academic meetings;
5. Exchange of published academic materials and other information;
6. Special short-term academic programs.

II. EXCHANGE OF FACULTY

1. Unless otherwise agreed upon, all exchanges are on the basis of reciprocity within the same academic year.
2. Travel expenses and living costs of exchange faculty and research scholars are not compensated by the host institution.

3. The host institution shall provide office space and give access to libraries and other facilities to exchange faculty and research scholars.
4. Faculty/scholar exchanges will normally be for duration of one or two semesters, shorter stays are possible, subject to mutual agreement.
5. Faculty/Scholar exchanges remain subject to the approval of the host institution.
6. Each professor remains on salary with the home institution during the exchange, and remuneration for special projects is subject to special negotiation.
7. Visiting professor/scholars must carry medical health insurance in accordance with the rules and regulations of the host institutions and/or the host government.
8. Teaching course loads and working hours and conditions shall normally be in accordance with established rules and practices of the host institution, subject to prior negotiation and agreement.
9. The Agreement between **Aristotle University of Thessaloniki** and **Trakya University** may be in any appropriate academic field at either institution, subject to the prior approval of the administration of the host institution.

III. EXCHANGE OF STUDENTS

1. Such applications are honored by **Aristotle University of Thessaloniki** and **Trakya University** on the principle of reciprocity. Each university will record the number of students accepted and sent within the framework of the present agreement. If the number of students is not equal during the course of a year, it will have to be roughly equal over a five-year period.
2. Each university will annually seek to send up to five (5) students to the partner university, where they will take part in a full-time study program. However, this number may vary in any given year, provided a balance of exchanges is attained over the term of the agreement. For the purposes of reciprocity, two students for a semester are equivalent to one student for the academic year.
3. Exchange students shall be recommended by the sending institution and follow established rules and procedures set forth by the host institution.
4. Exchange students shall be admitted as non-degree students for a period of one or two semesters (fall and/or spring), and for a maximum of one academic year.
5. Exchange students may take courses for credit, and the host institution shall issue a transcript and grades for exchange students under the same rules and regulations as for its degree-seeking students.
6. Students participating in a semester or year-long exchange will register as full-time students, and will be free to take courses at an appropriate level in all Departments, subject to the agreement of the Head of the Department concerned.
7. So long as the principle of reciprocity is maintained, tuition and fees shall be waived for exchange students by the host institution.
8. Transportation, accommodation, food, pedagogical items, and other living expenses will be paid for by the student.
9. Each University will help the visiting students to find accommodation in one of the University Residences or with a host family. Students may also choose to find their own accommodations should they wish to do so.
10. Visiting exchange students must carry medical health insurance in accordance with the rules and regulations of the host institutions and/or the host government.
11. Students coming to **Trakya University** are required to get the proper visa/residence permit prior to coming to **Turkey**.
12. Students coming to **Aristotle University of Thessaloniki** are required to get the proper

- visa (J-1) prior to coming to Greece.
13. Proof of economic solvency equal to estimated living expenses must be submitted to the host institution by the exchange student(s), prior to the issuance of any legal documents required for the student visa or residence permit.
 14. Each university agrees to appoint a Coordinator for the administration of the exchange. The Coordinator will serve as the contact person on campus for exchange students.
 15. Each institution reserves the right to dismiss any exchange student at any time for conduct that is in violation of their established rules and regulations. The dismissal of a participant shall not abrogate the agreement or the arrangements regarding other participants.

IV. RENEWAL, TERMINATION, AND AMENDMENT

1. These regulations are to be authorized by the official representative of both universities in two copies, and each party will retain one.
2. Except where specified and agreed upon, this Agreement will impose no financial obligation on the host institution.
3. The two institutions will evaluate each application in accordance with items pertaining to the implementation of the exchange programs based on this Agreement.
4. The period of validity of this Agreement is for five (5) years, unless one University wishes to revoke it. In this case, the University choosing to cancel the agreement should inform the other in writing at least ten months prior to the intended Agreement termination date. At the end of the fifth year, an assessment will be made of the usefulness and value of the exchange. This Agreement may be extended or amended at any time by mutual, written agreement of the parties, or may be terminated in writing by either party—provided, however, that any such termination shall not affect any existing contracts, and that any existing contracts shall be completed in accordance with their terms.
5. This Agreement will become effective at the time it is signed by the authorized representatives of both institutions.
6. Items not covered by the Agreement may be determined and negotiated separately by both institutions without abrogating this Agreement; the Agreement may be amended with the consent of both parties.

This Agreement is signed in two originals in English and Turkish, Albanian in **Edirne, Turkey** and in **Thessaloniki, Greece** with both of them having the same legal validity. Each party holds one original signed Agreements.

Date:
For Trakya University

Prof. Dr. Erhan TABAKOĞLU
Rector



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Date:
For Aristotle University of Thessaloniki

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