MEMBERS OF THE FACULTY BOARD OF LIFE AND PHYSICAL SCIENCES

The following item requires members’ endorsement. The proposed agreement (attached), needs to be forwarded to Academic Council for consideration at its next meeting on 28 September in order for it to be in place in 2010. Due to the urgency of the matter, members are requested to advise me in writing by cob Wednesday 23 September, if they have any objection to the circulated item being approved.

If no comments/objections are received by close of business on that day, the item will be processed in the normal way and the recommendation will be recorded as a resolution in the next set of minutes.

Imelda Ooi
Administrative Officer

PROPOSAL FOR A STUDENT EXCHANGE AGREEMENT BETWEEN UWA AND THE AUTONOMOUS UNIVERSITY OF MADRID  REF:

Attached is a memorandum of agreement to establish a cotutelle arrangement, which involves the exchange of students from UWA and from the Autonomous University of Madrid (UAM).

The School of Psychology, in particular, is interested in participating in such an exchange, and in furthering links in the area of PhD student collaboration. The School proposes to set up a joint/double-badged PhD programme with UAM which was approved in principle by the Graduate Research School.

A copy of the Exchange Agreement is attached (Attachment A).

The Chair recommends that the proposed student exchange program between UWA and the Autonomous University of Madrid be supported and forwarded to Academic Council for consideration.
MEMORANDUM OF AGREEMENT

FOR A STUDENT EXCHANGE PROGRAM

BETWEEN

THE UNIVERSITY OF WESTERN AUSTRALIA

AND

THE AUTONOMOUS UNIVERSITY OF MADRID

The purpose of this Agreement is to establish a Student Exchange Program between The University of Western Australia (UWA) and The Autonomous University of Madrid (UAM). The program seeks to broaden the scope of the academic curriculum and to provide a unique learning experience for students in an overseas environment, as well as to promote cooperation between the two institutions and specifically to allow the establishment of a joint/double badged PhD program.

1. TERMS OF THE AGREEMENT

As a provider of education and training courses to domestic and international students, UWA is required to meet other requirements as set out in the Education Services for Overseas Students (ESOS) Act 2000 and the National Code of Practices for Registration Authorities and Providers of Education, and the University’s representatives must also be compliant with these requirements. As signatory to this Agreement, UAM is considered to be a representative of UWA and therefore agrees to comply with the requirements of the ESOS Act 2000 and the National Code as recorded in Schedule 1.

The two institutions agree to enter into this Agreement commencing from the date of the last signature.

At UWA the authority to operate this Agreement is vested in the International Centre. At UAM the authority to operate this Agreement is vested in Dr. Ángel Gabilondo Pujol, Rector of The Autonomous University of Madrid.
2. ACADEMIC YEAR

Research students may commence at any time by agreement between the host institution and the home institution.

3. NUMBERS OF PARTICIPANTS

UWA will send up to 2 fee-waiver students to UAM each year and UAM will send up to 2 fee-waiver students to UWA each year for the duration of this agreement, unless this number is varied by mutual agreement. Both institutions will review the program annually for any imbalance in the number of fee-waiver students and will adjust the number of fee-waiver students over the term of the agreement, as necessary, to maintain a reasonable balance in the exchange.

4. SELECTION OF PARTICIPANTS

(i) The joint/double badged PhD program will be open to eligible applicants or candidates for the degree of Doctor at UWA and UAM. Participation will be dependent upon the availability of appropriate supervision, resources and facilities at both institutions.

(ii) The home institution will screen applicants from its university for exchange. The host institution will reserve the right to make final judgements on the admissibility of each student nominated for the exchange.

(iii) The following guidelines shall apply:

   a. The fee-waiver students must satisfy all admission requirements, including the language proficiency requirements (where applicable) of the host institution (see Schedule 2).

   b. Upon completion of the exchange program at the host institution, the fee-waiver students must return to the home institution. Any extension of stay must be approved by both institutions.

   c. The fee-waiver students must abide by all rules and regulations of the host institution. They will also have the rights and privileges enjoyed by other students at the host institution. They will be the subject to the assessment procedures for PhD students at both the home and the host institution.
5. FINANCIAL AND OTHER RESPONSIBILITIES OF EACH INSTITUTION

Each institution will appoint an overall Coordinator to facilitate the exchange of students under the terms of this Agreement (see Schedule 3). The Coordinators will exchange all relevant information about the courses offered at their respective institutions (course description, timetable, admission requirements, etc).

(i) Responsibilities of UWA
UWA agrees to accept the prescribed number of fee-waiver students from UAM, to enrol them as full-time, fee-waiver students for a period agreed to between both institutions. Campus facilities and the appropriate student support including orientation and social programs will be available to fee-waiver students from UAM under the same conditions, and where applicable at the same incidental fees as those applying to UWA students. UWA will assist in finding housing in UWA residential colleges or other student accommodation.

(ii) Responsibilities of The Autonomous University of Madrid
UAM agrees to accept the prescribed number of fee-waiver students from UWA, to enrol them as full-time, fee-waiver students for a period agreed to between both institutions. Campus facilities and the appropriate student support including orientation and social programs will be available to fee-waiver students from UWA under the same conditions, and where applicable at the same incidental fees as those applying to students at UAM. UAM will assist in finding housing at UAM residential colleges or other student accommodation.

(iii) Student responsibilities
All fee-waiver students must register and pay tuition and other required fees at their home institution. Each host institution will provide tuition fee waivers for the fee-waiver students. Fee-waiver students will be responsible for personal health and medical insurance coverage. Fee-waiver students at UWA will be required to register for Overseas Student Health Cover (OSHC), as required by the Australian Government. The host institution will provide the necessary documents (where applicable) to enable the fee-waiver student to obtain a student visa.
The fee-waiver students will be responsible for the following:

a. Transportation to and from host institution
b. Room and board expenses
c. Medical insurance
d. Student Union fees, if applicable
e. Textbooks, clothing and personal expenses
f. Passport and visa costs
g. All other debts and incidental expenses incurred during the course of the exchange period.

6. RENEWAL, TERMINATION AND AMENDMENT

This agreement shall remain in force for a maximum period of five years from the date of the last signature, with the understanding that it may be terminated by either party giving six months prior notice to the other party in writing. However, any students enrolled in a host institution at the time of termination will be allowed to complete their exchange program at that institution. The agreement may be extended by mutual consent of the two institutions.

This agreement may be amended by the exchange of letters between the two institutions. Such amendments once approved by both institutions, will become part of this Memorandum of Agreement.

IN WITNESS THEREOF, the parties hereto have offered their signatures:

For The University of Western Australia                                           For The Autonomous University of Madrid

Professor Alan Robson          AM                                            Dr. Angel Gabilondo Pujol
Vice-Chancellor

Date                                Date
Schedule 1

REQUIREMENTS IN COMPLIANCE WITH THE EDUCATION SERVICES FOR OVERSEAS (ESOS) 2000 ACT

As signatory to this Agreement, The Autonomous University of Madrid agrees to comply with the ESOS Act 2000 and the National Code as outlined in the following responsibilities.

1. RESPONSIBILITIES OF THE UNIVERSITY OF WESTERN AUSTRALIA (UWA)
   A. UWA will:
      (i) Provide sufficient supplies of accurate material and information to enable the UAM to carry out its responsibilities as outlined above;
      (ii) Provide promotional material such as posters and videos, to UAM as requested;
      (iii) Provide regular and accurate updates of information to UAM about courses, fees, entry requirements, living conditions, legal or regulatory conditions for visa requirements, and other government regulations;
      (iv) Allow UAM the right to use UWA’s name, logo, and any other trademark, in activities approved by UWA during the term of this Agreement;
      (v) Process all completed applications and enquiries in an efficient and timely manner and notify UAM of acceptance or rejection of applications that are referred to UWA;
      (vi) Facilitate and service the needs of students from UAM studying at UWA as stipulated in the Australian Vice-Chancellor’s (AVCC’s) Code of Ethical Practice;
      (vii) Visit UAM on a regular basis to maintain personal contacts and provide face-to-face briefings as appropriate.

2. RESPONSIBILITIES OF THE AUTONOMOUS UNIVERSITY OF MADRID
   A. Provision of Information
   To provide to students from UAM applying to UWA, information about:
      (i) the campus, resources and facilities, teaching methods, assessment methods, subject content and duration, and admission requirements at UWA;
      (ii) the local environment, accommodation (on-campus and off-campus) and cost of living in Perth at UWA;
      (iii) the application process and conditions of the Australian Student Visa;
      (iv) the application and admission process to UWA
      (v) any fees other than tuition payable at UWA. [This information will be contained within the Letter of Offer issued by UWA.]
   This information must be provided with accuracy and integrity and imparted to students prior to admission to UWA. The provision of this information can be ensured by providing each student with UWA promotional material (including electronic information), documents and letters provided by UWA.
B. Provision of Guidance and Assistance

UAM to provide counselling and assistance to its students concerning:

(i) the completion of application forms for admission to UWA ensuring that forms are complete, and accompanied by relevant documents and fees as advised by UWA;

(ii) the selection of subjects, or facilitate communication between the prospective student and UWA.

C. Prohibitions

During its engagement in the above activities, UAM must not:

(i) Participate in false or misleading advertising or promotional practices about UWA;

(ii) Make any representations or offer any guarantee to students about admission to UWA;

(iii) Make any false or misleading comparisons about UWA with any other education provider or their courses;

(iv) Make any inaccurate claims of association of UWA with any other education provider;

(v) Give inaccurate information to a prospective student about the fees and charges payable to UWA.
Schedule 2

1. ADMISSION REQUIREMENTS FOR THE UNIVERSITY OF WESTERN AUSTRALIA

   (i) General Admission Requirements

   Candidates for student exchange at UWA must be eligible for acceptance as a PhD student.

   (ii) Language Proficiency

   Candidates for the exchange program must satisfy one of the English Language proficiency requirements set out below:

<table>
<thead>
<tr>
<th>Qualification</th>
<th>Minimum Requirement</th>
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<tbody>
<tr>
<td>GCE Ordinary Level English</td>
<td>C6 or higher</td>
</tr>
<tr>
<td>TOEFL (paper-based total)</td>
<td>570 plus and Essay Rating/TWE of 4.5</td>
</tr>
<tr>
<td>TOEFL (computer-based total)</td>
<td>230 and Essay Rating/TWE of 4.5</td>
</tr>
<tr>
<td>Next Generation TOEFL - Internet-based Test (iBT)</td>
<td>An overall score of 90 with a minimum score of 22 in the Writing section, and no less than 20 in the other sections</td>
</tr>
<tr>
<td>IELTS</td>
<td>6.5 (no individual band less than 6.0)</td>
</tr>
</tbody>
</table>

   Other international qualifications can be found at
   http://www.uwa.edu.au/prospective/undergrad/requirements/english

2. ADMISSION REQUIREMENTS FOR THE AUTONOMUOS UNIVERSITY OF MADRID

   (i) General Admission Requirements

   Candidates for student exchange at UWA must be eligible for acceptance as a PhD student.

   (ii) Language Proficiency

   To have at least an intermediate level of the Spanish language in order to study in the UAM.
Schedule 3

EXCHANGE COORDINATORS

Each University agrees to appoint an overall Coordinator for the administration of this Agreement. The Coordinator will serve as the contact person on campus, being responsible for arrangements associated with the exchange of students, the general welfare of the fee-waiver students, and ensuring that the necessary approvals are in place.

The Coordinators are:

For The University of Western Australia  Name: Milly Ingate
Title: Manager, Student Exchange/Study Abroad
Address: International Centre, UWA
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For The Autonomous University of Madrid  Name: Pilar Rodríguez Marín
Title: the Vice-Rector of International Relations and Mobility Office.
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