



MEMORANDUM OF AGREEMENT  
BETWEEN  
FACULTY OF SOCIAL AND POLITICAL SCIENCES  
UNIVERSITAS DIPONEGORO  
AND  
INTERNATIONAL COLLEGE  
ASIA UNIVERSITY



**NOMOR : 2622/UN7.5.7.2/KS/2022**

Faculty of Social and Political Sciences, Universitas Diponegoro (hereafter referred to as FISIP), located at JL. Prof. Haji Soedarto, SH Tembalang, Semarang 1269, International College of Asia University located at No. 500 Liufeng Rd, Wufeng District, Taichung City, Taiwan 413 hereby agree to foster academic exchange and cooperation between the two institutions.

**PURPOSE**

The purpose of this agreement is to further mutual understanding between FISIP and International College to enhance each institution's teaching, learning, and internationalization objectives. This collaboration will focus on Student Exchange. This agreement provides for exchange opportunities for both undergraduate and graduate students, and FISIP and International College agree to institute this exchange program under the following terms:

**1. Duration of Stay**

The duration of stay for exchange students at the host institution shall normally be for a period of one semester or one academic year subject to the agreement of the host institution.

**2. Numbers of Exchange Students**

Each institution may send and accept under this program not more than ten (10) students each year. If the number of students exceeds ten (10), the institutions undertake to balance the numbers of students from each institution over the term of the Agreement. With the agreement of the host institution the number of student exchanges in a particular year may exceed ten where it is necessary to "balance" the numbers of exchange students.

**3. Status of Exchange Students**

Each institution shall normally accept incoming exchange students as non-degree students (i.e. students who do not aim at obtaining a degree or other formal qualification from the host university.)

**4. Acceptance Procedures**

The students participating in the exchange program under the terms of this Agreement shall be selected initially by the home institution, and the host institution shall make the final admission decision in each case. The following selection criteria will generally apply but may be varied in appropriate cases:

- (1) Students will have completed at least one year of university work prior to participation in the exchange;
- (2) Good academic standing, as reflected by a minimum 75% average or GPA of 3.37/4.5 in previous academic work at the home university.
- (3) Students are expected to determine in advance of the exchange, the availability of the courses to be taken at the host institution for transfer of credit toward their degree program.
- (4) Students are expected to have sufficient language skills to meet the host institution's language requirements and study without the need for remedial language programs.

## 5. Study Program

Each exchange student shall determine the study program at the host institution in consultation with academic advisors of both the home and host institutions. Depending on the study program, language requirements and/or other prerequisites may be imposed in accordance with the regulations of the host institution. Exchange students will normally be permitted to enter programs unless these programs are subject to limited enrollments.

## 6. Academic Record and Accreditation

The host institution shall evaluate the academic performance of each exchange student according to its rules and shall send the home institution the academic record/transcript of each exchange student. The home institution may give credit to each student according to its regulations.

## 7. Tuition, Fees, and Expenses

Provided they have paid the appropriate tuition and fees to their home institution, exchange students shall not be required to pay tuition or fees at the host institution. Other costs, including housing, international travel, books, supplies, meals, health insurance, and other incidental expenses arising out of the exchange, will be the responsibility of the exchange student. The host institution will seek to accommodate exchange students in on campus dormitories.

## 8. Government Requirements

Exchange students will meet all requirements of the host country as regards to immigration, including where appropriate, arrangements for their family members and dependents. Exchange students shall ensure that they keep their host institution fully informed of their movements and their contact details during the period of their exchange. The host institution will act as the point of contact with the student.

## 9. Commencement and Duration of the Agreement

This Agreement may be modified through the mutual discussion and consent of the two universities, and shall remain in effect from the date of signature for an initial period of five years. Thereafter it shall be automatically renewed each year; however, after the initial period either university may terminate the agreement by giving six months written notice of such intent.

In the event that either party terminates the Agreement, the host institution shall honor the terms of the Agreement for students whose exchange has been approved prior to termination, as if the Agreement remained in force for the period of exchange.

In Witness of the terms of this agreement our signatures are affixed:

International College,  
Asia University

Faculty of Social and Political Sciences,  
Universitas Diponegoro,

  
Chen, Yinghui  
Dean

  
Dr. Drs. Hardi Warsono, M.T.  
Dean

Date : \_\_\_\_\_

Date : 21 March 2022 