



Ivano-Frankivsk National
Technical University of
Oil and Gas



UNIVERSITY
OF ECONOMICS AND HUMAN SCIENCES
IN WARSAW

AGREEMENT OF STUDENT EXCHANGE

BETWEEN

THE UNIVERSITY OF ECONOMICS AND HUMAN SCIENCES IN WARSAW with its legal domicile at 59 Okopowa Street, 01-043, in the city of Warsaw, Poland, represented in this Act by its Vice-Rector for International Cooperation (hereinafter the "**UEHS**")

THE IVANO-FRANKIVSK NATIONAL TECHNICAL UNIVERSITY OF OIL AND GAS with its legal domicile at 15 Karpatska Street, 76019, in the city of Ivano-Frankivsk, Ukraine, Vice-Rector for Scientific Affairs ((hereinafter the "**IFNTUOG**"))

ARTICLE 1. OBJECTIVES

The present agreement provides the framework for common action to be taken between the above mentioned **PARTIES**. The aim is to promote the exchange of students in the area of higher education.

The exchange of students shall comply with the regulations and procedures in force at both institutions.

ARTICLE 2. PRINCIPLES OF THE STUDENT EXCHANGE.

- a) Student exchange will be on one-to-one basis. The number of students being exchanged will not necessarily balance exactly in any given semester, but should be approximately equal over a two-year period.

- b) Exchange students shall pay tuition and fees to be enrolled at their home institution. They shall not be charged for application, tuition or other fees at the host institution.
- c) Participation in the program does not constitute as a regular student to the host institution and does not establish residence.
- d) The number of students to be exchanged in any semester will be determined by mutual consent of the participating institutions on an annual basis. It will start with (one) 1 student in total per semester from both institutions and will be revised if necessary by both **PARTIES**.

ARTICLE 3. DURATION OF THE STUDENT EXCHANGE.

The duration of the reciprocal exchange may be affected as follows:

All student exchanges shall be for one (1) semester or for one (1) academic year as maximum time allowed.

ARTICLE 4. APPLICATION OF THE STUDENT EXCHANGE.

Students desiring to participate in the program should submit applications to the international exchange coordinator of their home institution.

The home institution coordinator shall review applications and select students to participate based on the following criteria:

- a) Good academic record.
- b) English fluency.
- c) Relevant and appropriate curricular interests.
- d) Other criteria that the home institution may wish to impose.

The **IFNTUOG** and **UEHS** coordinators shall make final selections and shall notify successful candidates via the home institution coordinator no later than 15th MAY for the Fall semester and 15th SEPTEMBER for the Spring semester.

Prior to the departure for the host institution, a learning agreement is drawn up for each individual student. Upon the basis of the courses available in the host department, this

agreement sets out the details of the study programme, including the credits to be earned. It is signed by the student and the academic coordinator both in the home and host institutions.

Any changes to the learning agreement will be in writing as soon as they occur.

ARTICLE 5. REGISTRATION OF STUDENT EXCHANGE.

The **PARTIES** agree as follows:

Exchange students shall pay tuition and fees to and be enrolled at their home institution.

- a) The student may need to prove that he/she is enrolled at the home institution when requested by the host institution.
- b) Students will receive all orientation and registration materials directly from the host international exchange coordinator with instructions to proceed through the normal registration procedures of that institution, abiding by the established deadlines.
- c) Exchange students will have the same rights and privileges of regular students at the host institution, except that they shall not be permitted to matriculate for academic degrees.
- d) The host institution will provide the home institution with the official transcript of the academic record of each exchange student upon completion of studies provided that all financial obligations have been met. Students will need to make an official request for transcripts to be sent to the appropriate office of the home institution. The granting of credits for studies undertaken at the host institution will be at the discretion of the home institution in accordance with its own policies and regulations.

ARTICLE 6. OBLIGATIONS OF THE STUDENTS

The **PARTIES** agree as follows:

- a) Exchange students are responsible for providing their own international transportation.
- b) Exchange students are responsible for their own financial support and the host institution bears no responsibility for providing funds to an exchange student for any purpose.

- c) Each individual student is responsible for obtaining his/her visa in time. The host institution will provide him/her with the appropriate documents.
- d) Exchange students are responsible for securing their own housing accommodations. The host institution will help full-session and part-session exchange students to find accommodation providing application procedures are fulfilled. The **PARTIES** are not responsible for locative or technical issues, emanating from the contractual relationship of the housing.
- e) Exchange students are required to be covered by international health and third liability insurance valid in the host country. Proof of insurance valid in the host country, or purchase of health insurance upon arrival, will be required from exchange students before they depart. This insurance will cover repatriation.
- f) Exchange students are required to observe the rules and regulations set forth by the host institution as well as the immigration regulations and laws of the host country governing the resident status they possess. Any breach of these rules and laws will be dealt with in accordance with the disciplinary policy of the host institution and the law of the host country and/or province.

ARTICLE 7. DEPENDENTS

The obligations of each institution under this agreement are limited to the exchange of students and do not extend to partners or dependents. Expenses of accompanying partners and dependents are the responsibility of the exchange student.

ARTICLE 8. STUDENT SERVICES, WELFARE AND SAFETY

Each university will designate an appropriate office to coordinate student services for incoming exchange students. This office will provide an orientation to incoming students upon arrival. The orientation will include information on academic, cultural, health, personal safety, security, general work and welfare issues. The office will also advise students on issues as they arise.

Any notice required to be given under this Agreement, shall be in writing and shall be delivered personally, or sent by recorded delivery or by commercial courier, to each party required to receive the notice as its address as set out below:

For : **IFNTUOG** :

Oleksandr Kondrat

Position: Vice-Rector for Scientific Affairs

Address: 15 Karpatska St., 76019, Ivano-Frankivsk, Ukraine

Telephone: +38 (0342) 72 71 78
E-mail: oleksandr.kondrat@nung.edu.ua
ruslan.rachkevych@nung.edu.ua

For **UEHS**:

Anna Llanos-Antczak
Position: Vice-Rector for International Cooperation
Address: 59 Okopowa St., 01-043 Warsaw, Poland
E-mail: a.antczak@vizja.pl
a.bahar@vizja.pl

ARTICLE 9. REPORTING

In the event that an exchange student is involved in a serious accident or other circumstance of a grave nature, or is subject to disciplinary action, the host institution will immediately notify the home institution. If necessary, the immediate notification of any such incidents or actions may be limited to a statement of the problem and a brief outline of intended plans of action. Detailed information should be forwarded to the home institution in a timely manner.

ARTICLE 10. LIABILITY

While each institution undertakes to bring to the notice of their students, the rules and regulations of the host university, notwithstanding anything else in this Agreement, each institution acknowledges that the other is not liable for any loss, damage, cost or expense whatsoever, incurred by or attributable to any behaviour or omissions by any of the students exchanged in accordance with this Agreement.

ARTICLE 11. TERM OF AGREEMENT AND MODIFICATIONS

The present agreement shall remain in force from the date of the last signature and its duration will be for the same period of the memorandum of understanding celebrated by the **PARTIES**, with the understanding that it may be terminated by the appropriate authority of either party, provided that a written notice is given to the other party three (3) months in advance.

The present agreement may be modified by either party in agreement with the other one.

ARTICLE 12. EARLY TERMINATION.

This agreement of student exchange may be early terminate in the following events:

- a. By agreement of the PARTIES.
- b. Written notice to the other Party with three (3) months in advance.
- c. Breach of any clause of the agreement of student exchange.
- d. Force majeure events.

ARTICLE 13. CONFLICT RESOLUTION

The PARTIES hereto state that they shall carry out all the activities under this agreement of student exchange in good faith, and that they shall make every reasonable effort to accomplish the tasks herein stated. In case of any disagreement between the PARTIES, they agree to solve such differences directly and willingly. It shall be the responsibility of the Rectors of both institutions (or their designees'), to solve any conflict that may arise.

ARTICLE 14. OBLIGATIONS

No financial obligations for either party shall arise out of this agreement.

To ensure a correct interpretation and performance of the present agreement, two (2) copies thereof will be prepared and will be executed by each of the institutions, each one keeping one copy of each version having the same value and effectiveness.

SIGNED for and on behalf of IFNTUOG



OLEKSANDR KONDRAT

Vice-Rector

Date:

SIGNED for and on behalf of the UEHS

Anna Llanos-Antczak PhD

Vice-Rector for International Cooperation

ANNA LLANOS-ANTCZAK

Vice-Rector

Date: 11/08/2025

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