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ADDENDUM TO THE
MEMORANDUM OF UNDERSTANDING
BETWEEN
UNIVERSITY OF LOUISIANA AT LAFAYETTE
AND
UNIVERSIDAD AUTÓNOMA DE GUADALAJARA

The following is an Addendum to the Memorandum of Understanding between **University of Louisiana at Lafayette (United States)**, also referred to as **UL Lafayette**, and **Universidad Autónoma de Guadalajara (Mexico)**, also referred to as **UAG**, in accordance to the first section of their general agreement.

A. Student mobility

1. Exchange of students will be arranged in accordance to the policies, procedures and financial resources of the respective universities (Both institutions will provide information about the number of students taking part in the exchange by May 5 of each year for the fall term and by November 5 for the spring term).

Official registration at either of the institutions is, as a rule, a prerequisite for application for participation in the exchange programme. Participants will be selected by their home university (HMU) and applications will be filled out and sent to the host university (HSU) for official acceptance. The participating students will register in their majors at their HMU for one academic year or for part of one academic year. Guest students will be required to provide the host institution with proof of health insurance coverage valid during their stay in the host country.



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The HMU determines which courses, in different programmes of study, are needed for each exchanged student. The courses, whenever possible, will be offered by the HSU or a selection will be made to fit the academic needs (both institutions will provide, for this purpose, individual counselling for students in their area of study). The programme of study undertaken by students at the HSU must be approved by HMU officials as being equivalent, in terms of programme of study and assessment, to that of students remaining in the corresponding course at the HMU.

2. Each year students may enroll at the HSU for a period of no more than twelve months. The selection of applicants will be conducted at the HMU in accordance with the standard requirements established by the HSU for the admission of exchange students.
3. Each year, up to ten students will be exchanged between the two universities and both universities agree to achieve full reciprocity for the student exchange within three years.
4. If an exchange student voluntarily withdraws before the end of the course, it will be considered as a complete exchange from the institution concerned. The parties agree that there will be no replacement for the student.
5. Students nominated for the student exchange programme should ideally have an adequate language proficiency level so they can benefit from enrolling in courses at the HSU in fields other than, or in addition to, those in language training. Students may then pursue one or more credit-bearing courses in their fields of interest, if such admission has been approved by both the HSU and the HMU.
6. Students will pay tuition to the HMU. In addition, the HSU will waive tuition, however it will not waive application fees or administrative fees (students shall pay up to \$50.00 US Dollars) and course fees, such as, online course fees, lab fees or others that might apply (students may pay fees of \$500.00 US Dollars or greater, if applicable).
7. Students are responsible for housing arrangements (with the help of HSU officials), room and board charges, expenses for instructional materials, personal expenses, medical coverage insurance that meets the Federal regulations of the host country, round-trip air fares, ground transportation fares and other fees incurred at the host country.



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8. Guest students are required to carry comprehensive insurance coverage (health, accident and liability insurance) that meets Federal regulations throughout the exchange, and purchased before leaving their home country.
9. The HSU may give the students opportunities for cultural studies through out-of-classroom activities, such as excursions and fieldwork, during the courses. Additional fees required for out-of-classroom activities will be the responsibility of each individual student participating in those.
10. The details of the HSU calendar including the commencing date and length of the courses, the number of participating students, the date of students' arrival and departure, the method and timing of remittance and any additional relevant information shall be agreed upon through correspondence between the two parties.
11. The HSU shall do its utmost to secure the welfare and personal security of students participating in the exchange programme. For the duration of their stay, guest students shall have a supervisor appointed by the HSU who will be contactable by the HMU. The designated offices/officials of both parties may be in regular contact to discuss the administrative details of the courses stated herein.
12. The HSU will help make housing arrangements either on or off campus and shall assist the students with matters concerning their accommodation while they attend the HSU.
13. Students will be subject to the rules and regulations of the HSU and must comply with legal requirements of the host country as well as with the internal codes of the HSU.
14. Upon completion of the programme, the HSU shall provide the student or the HMU with a transcript for courses taken by the student, indicating number of credit hours earned and grades / marks received. The decision upon student progression and credit award for the courses taken, remains solely with the HMU.



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B. Fees

Both universities agree to accept students on a fee-paying basis in accordance with the following:

1. Students may enroll in the other university, in undergraduate or graduate programmes, for a period not exceeding 12 months. These students pay the corresponding admission and tuition fees to the HSU. After a first period, students must go back to their HMU and study one academic term to become eligible for a second study abroad period. Institutions will inform about the number of participants by the published deadlines.
2. The HSU is responsible for initial assessment of the participating students' level of language proficiency and assignment to appropriate levels and courses. It is understood that a minimum level of language proficiency is required for academic study and this will be informed to the candidates. The HSU will also assist guest students in making curricular plans for the period of their enrolment at the HSU.
3. The information described in Section A, index 7 through 14, of this MoU, also applies to Section B.

C. Short-term second language, or second language teaching, training programmes

UAG agrees to provide short-term Spanish Language Training or Spanish Language Teaching Programmes for UL Lafayette students, teachers or administrative staff. UL Lafayette agrees to provide short-term English Language Training or English Language Teaching Programmes for UAG students, teachers or administrative staff.

1. Periodically, each institution may send a group of students or staff to enroll in short-term language and / or language teaching courses offered by the partner university. Contents and fees should be reviewed and accepted by both institutions reasonably far in advance.
2. The HSU is responsible for assessment of the participating students' levels of appropriate language proficiency and placement of the students to appropriate course levels.



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3. Weekend visits to neighbouring cities, so that students get to know more about the culture of the host country, are recommended. Students can decide whether to participate but there is usually a minimum of participating students required to make the trip possible. One faculty member is always appointed as group leader.
4. Students are responsible for housing arrangements (with the help of HSU officials), room and board charges, expenses for course fees including instructional materials, personal expenses, medical insurance coverage that meets Federal regulations, round-trip air fares, transportation fares, and other incurred at the host country as well as fees, where required, for cultural activities within the city or in neighbouring cities. Itemized estimates of the total cost must be provided by the HSU reasonably far in advance using the current exchange rate of the host country.
5. The total payment for the intensive programmes to the HSU will be made by the HMU, who will gather the fees and pay them to the HSU. Additional fees required for extra activities such as excursions not included in the basic course fees, will be the responsibility of each student participating in those activities.
6. Either institution may opt to take students, along with HMU teachers, to teach a class abroad. The institution only needs to notify the HSU about the details concerning the accommodation, classrooms or teaching equipment, and pay the previously agreed fees to the HSU.
7. The information described in Section A, index 8 through 14, of this MoU, also applies to Section C.

D. Faculty member mobility

1. The mobility of faculty members requires the approval of both institutions. An interchange may proceed between teachers from both universities in the same, or closely related, fields of study. It is assumed that interchange partners will receive their monthly salaries from their HMU for the duration of the interchange.
2. Both institutions must, in each case, approve an interchange in their area of specialization. The interchange takes place on a person-to-person basis for either part of one academic year or for one academic year.
3. A certain flexibility is advisable and desirable in determining teaching responsibilities (regarding the teaching



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discipline area, the departmental and curricular assignments), and other duties at the HSU.

4. Financial matters shall be arranged separately for each event regarding academic or administrative staff mobility and, when possible, maximum two participants and two months. Participants are responsible for housing arrangements (with the help of HSU officials), room and board charges, expenses for instructional materials, personal expenses, medical and travel insurance, road-trip air fares, transportation fares, and others incurred at the host country as well as fees, where required, for optional cultural activities within the city or neighbouring cities. Itemized estimates of the total cost must be provided reasonably far in advance.
5. It is expected that the faculty members participating in the interchange involve themselves with the welfare of the exchange students of their respective home institution and advise them when deemed appropriate. They should also promote the relationship between both institutions by establishing and facilitating contacts between faculty members interested in future interchange.

E. Mobility of academic or administrative staff

Both institutions intend to interchange members of their academic or administrative staff. The details regarding the participating members, the length of the interchange, the nature of the programme, and other aspects involving content and organization, will be agreed upon separately in correspondence between the presidents of both institutions or between their authorized representatives.

F. Carrying out of joint projects

Both institutions declare their intention to carry out joint projects in fields of research and teaching with comparable prerequisites and where a mutual interest of the academic staff of each institution is expressed. These projects may include, among others, the following (other suggestions are also welcome).

- Mobility, Mobility + Internship, Faculty-Led, and Tailor-Made Programmes.
- Dual Degree and Double Degree Programmes.
- On-line education.
- Instructional and Cultural Programmes.
- Collaborative research and publication activities of mutual interest.
- Exchange of bibliographic materials, and shared access to information networks.




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Specific mechanisms for the implementation of cooperative and collaborative activities mentioned above, or any other for that matter, shall be established and described in writing by the responsible authority of each institution prior to the initiation of any programme or activity.

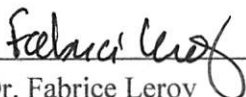
University of Louisiana at Lafayette



Dr. E. Joseph Savoie
President

2/19/18

Date



Dr. Fabrice Leroy
Assistant Vice President
For Academic Affairs

2-19-18

Date

Universidad Autónoma de Guadalajara



Dr. Antonio Leño Reyes
President

4/16/18

Date



Dr. Noé Chirino Hernández
Director of Internationalization

4/16/18

Date





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Fundada en 1935

MEMORANDUM OF UNDERSTANDING

BETWEEN

UNIVERSITY OF LOUISIANA AT LAFAYETTE

AND

UNIVERSIDAD AUTÓNOMA DE GUADALAJARA

University of Louisiana at Lafayette (United States) and Universidad Autónoma de Guadalajara (México), in recognition of their common interests in developing bilateral relations and convinced that cooperation between higher learning institutions contributes to cultural enrichment, scientific progress, and the consolidation of friendship between countries, have decided to establish the following Memorandum of Understanding (MoU) and Addendum to the MoU.

1. Purpose of the agreement

- ✓ Mobility: Students, Academic Staff, Administrative Staff.
- ✓ Second Language Training, Language Teaching Training, Development Programmes.
- ✓ Mobility + Internship, Faculty-Led, and Tailor-Made Programmes.
- ✓ Dual Degree and Double Degree Programmes.
- ✓ Instructional and cultural programmes, collaborative research including publication activities of mutual interest, exchange of bibliographic materials, and shared access to information networks.
- ✓ On-line education.
- ✓ Any other initiatives mutually agreed upon by the parties hereto.

MoU between Universidad Autónoma de Guadalajara and University of Louisiana at Lafayette



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2. Roles and responsibilities

- 2.1 Specific mechanisms for the implementation of cooperative and collaborative activities mentioned above, or any other for that matter, shall be established and described in writing by the responsible authority of each institution prior to the initiation of any programme or activity.
- 2.2 All activities developed under the auspices of this agreement will comply with the procedures, policies, and practices, of each university as well as the law and regulations of the host country.
- 2.3 Both institutions acknowledge that the visit by faculty, administrative staff, and students from one institution to the other shall be subject to the entry and visa regulations of the host country and, shall comply with the regulations and policies of both institutions.
- 2.4 To enhance the efficacy of their cooperative activities, both institutions accept that it shall be possible to introduce changes to this Memorandum of Understanding (MoU) by means of, mutually agreed upon, additional written clauses.

3. Annual reports

It is suggested that an annual report be prepared by the co-ordinators and each participant in a specific project or activity under this agreement. In the case of student exchange, a report upon the programmes offered to the students in the host institution may be required by the home institution in either case.

4. Duration of the agreement


The implementation of this MoU will commence on the day of signature. It will continue thereafter for five years and shall be subject to revision or modification by written agreement. Subject to annual review, this MoU may be extended for an additional period of five years; academic and administrative representatives from both institutions will discuss the terms of a renewal at least six months prior to the termination of the current MoU. Either party may terminate the agreement by providing written notice to the partner university not less than six months prior to the date of termination. In the event of termination, all commitments previously agreed will be honoured by relevant parties.



5. Academic, logistics and financial affairs

Terms, conditions and arrangements (academic, administrative, logistic, financial, or others) of joint activities will be identified and negotiated, for each specific case, prior to the commencement of the associated activities.

University of Louisiana at Lafayette



Dr. E. Joseph Savoie
President

2/19/18

Date

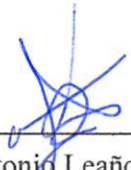


Dr. Fabrice Leroy
Assistant Vice President
For Academic Affairs

2-19-18

Date


Universidad Autónoma de Guadalajara



Dr. Antonio Leño Reyes
President

4/16/18

Date



Dr. Noé Chirino Hernández
Director of Internationalization

4/16/18

Date



**Amendment Number 1
To Memorandum of Understanding
Between
UNIVERSITY OF LOUISIANA AT LAFAYETTE
and
UNIVERSIDAD AUTÓNOMA DE GUADALAJARA**

This Amendment Number 1 (“Amendment 1”) is entered into by and between University of Louisiana at Lafayette (“UL Lafayette”) and Universidad Autónoma de Guadalajara (“UAG”). All capitalized terms not defined in this Amendment 1 shall have the same meaning as in the MoU.

WHEREAS, UL Lafayette and UAG entered into a Memorandum of Understanding dated April 16, 2018 (the “MoU”);

WHEREAS, the parties now desire to amend the MoU;

WHEREAS, the parties wish to make such amendment effective as of January 1, 2018; and

NOW, THEREFORE, in consideration of the promises contained herein and other valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereto agree to amend the MoU as follows:

1. Delete the following language from Section 4, Duration of the agreement:

The implementation of this MoU will commence on the day of signature.

And replace with the following:

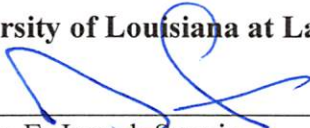
The implementation of this MoU will commence on January 1, 2018.

2. Except as expressly provided in this Amendment 1, the MoU remains unchanged and in full force and effect.

This Amendment 1 has been executed by the undersigned duly authorized representatives on the dates indicated below.

University of Louisiana at Lafayette

By: Dr. E. Joseph Savoie
President


4/27/18
MSB Date

By: Dr. Fabrice Leroy
Assistant Vice President for Academic Programs


4/27/18
Date

Universidad Autónoma de Guadalajara

By: Dr. Antonio Leño Reyes
President


05/04/18
Date

By: Dr. Noé Chirino Hernández
Director of Internationalization


05/04/18
Date

