

**Agreement for a Student Exchange
Between
University College London
and
Stony Brook University**

Preamble

1. University College London (UCL) and the Stony Brook University (SBU) have agreed upon an exchange of students on the terms which are detailed in the following paragraphs.

Students

2. Up to 3 students from each institution may be exchanged in any one year. The exchange is intended to be fully reciprocal on a yearly basis.
3. The period of exchange will normally be one academic semester or one academic year.
4. The exchange will involve undergraduate / graduate / PhD students of the Institute of Archaeology UCL, and undergraduate / graduate / PhD students of the Department of Anthropology SBU.
5. Students participating in the exchange programme will normally have completed at least one year of their degree programme at their 'home' institution. They must be recommended by their home institution not only for their academic achievement but also for their maturity, conduct and motivation.
6. Nominations of students and all relevant application papers for the exchange should be submitted to UCL and SBU by 1 April for the following academic year.
7. UCL and SBU reserve the right to reject any nomination for the exchange if the nominee fails to meet the standards of admission (including proficiency in the appropriate language(s)) as set by the host institution.
8. The SBU students will be registered at UCL as Affiliate Students; the UCL students will be registered at SBU as Affiliate Students.
9. Students from SBU will be expected to follow an agreed programme of courses taught within the Institute of Archaeology and, where appropriate, courses offered by other UCL departments. UCL students will follow an agreed programme of courses at SBU.
10. The students will be required to complete all academic work and examinations associated with the courses they take at UCL or SBU. UCL and SBU will

provide transcripts for each student indicating the appropriate credit for the courses taken by students on the exchange programme.

11. The students will be bound by the rules, regulations and procedures of both institutions while they are participating in the exchange programme.
12. The students taking part in the exchange will continue to pay the approved tuition fees and any other compulsory fees to their home institution.
13. Students will pay residence fees for the halls or other residences in which they are accommodated. Students will also be responsible for the costs of food, medical insurance, travel and all other personal expenses which might be incurred while participating in the exchange programme.

Staff

14. UCL and SBU aim to encourage the exchange of staff to the benefit of teaching and other forms of academic co-operation at both institutions.
15. Staff expenses relating to travel, living and all other personal costs will be determined at the discretion of, and be the responsibility of, the visitor's home institution, in accordance with the home institution's normal procedures.

Administration

16. General co-ordinating and monitoring will be the responsibility of the Manager of the Study Abroad Office at UCL and the Dean, International Academic Programs at SBU. Administration of the exchange programme will be handled by the Study Abroad Office at UCL and the International Academic Programs at SBU.
17. This Agreement will begin on 1 September 2011 and will run for a period of three years.
18. UCL and SBU agree that the signing of this Agreement does not entail any financial obligation. This Agreement consists only of a declaration of intent in accordance with the terms detailed above.
19. This Agreement may be amended by mutual written agreement.
20. This Agreement may be terminated by either party, or by mutual agreement, subject to six months' notice from the announcement of the termination. In the event of such notice being given, all existing commitments to staff or students will be fulfilled.

Signed on behalf of
University College London

Date

Christopher Hallas,
Academic Registrar

Christopher Hallas
6.1.2009

Michael Worton
Vice Provost (Academic & International)

Date

Michael Worton
5 January 2009

Signed on behalf of

William Arens
Dean, International Academic Programs

Date

W. Arens
11/5/08

Shirley Strum Kenny
President, Stony Brook University

Date

Shirley Strum Kenny
12/9/08