



EXCHANGE AGREEMENT

FEDERAL UNIVERSITY OF TECHNOLOGY – PARANÁ, a public institution of Higher Education, created by Law nº. 11.184, October 7th 2005, located at Av. Sete de Setembro, 3165, Curitiba, Paraná, Brazil, henceforth referred to as UTFPR, represented by its Rector, Prof. Dr. Luiz Alberto Pilatti, and ESCUELA POLITÉCNICA NACIONAL a public higher education institution located in Quito in the province of Pichincha, Ecuador, henceforth referred to as EPN, represented by its Rector, Jaime Calderón Segovia, concord to sign this agreement of cooperation for the development of academic, scientific and cultural relations, according to the specific laws of each country and guided by the following general observations and specific clauses:

WHEREAS, EPN and UTFPR desire to enter into an academic exchange agreement (the “Agreement”) whereby the two institutions will exchange students as part of a student exchange program (the “Exchange Program”);

THEREFORE, the Institutions agree as follows:

I. Exchange Program Principles

- a. Each Institution shall designate at least one institutional representative to advise incoming and outgoing students participating in this Exchange Program (“The Students”).
- b. The Institutions shall exchange students on a one-to-one basis, insofar as possible. The number of students will not necessarily balance on a year-to-year basis but should approximately equal over a three year period, taking into account whether each student participated in the Exchange Program for a semester or for a year. Any exceptions to this principle shall be agreed to in writing by both institutions, along with any additional terms required to accommodate the exception.
- c. The Students shall remain registered as full-time students at their home institutions throughout their participation in the Exchange Program. The Students shall be considered as non-degree/visiting students at their host institutions.
- d. Participation in the Exchange Program does not guarantee admission to a degree-seeking program at the host institution, nor does it act as an application to a degree-seeking program at the host institution.
- e. Student exchanges shall be for one semester or for one academic year.

II. Application Process

- a. The specific application procedures and deadlines shall be developed and administered by each Institution for its own students, within the parameters set by this Agreement.
- b. Specific admission criteria for The Students shall be posted on the home and host university websites, or communicated via e-mail to the appropriate exchange/study abroad coordinator.

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- c. Nomination of potential candidates by the home institution to the host institution shall be done as early as possible, and when possible, prior to completing the application process.
- d. The Students shall be nominated by the home institution based on the following criteria:
 - i. Quality of academic record
 - ii. Appropriate degree of fluency in the language of instruction at the host institution
 - iii. Good health
 - iv. Relevant and appropriate curricula interests
 - v. No significant student conduct/disciplinary violations
 - vi. Other criteria that the home or host institution may wish to impose, and which are agreed to by mutual consent
- e. The host institution retains the right to reject any exchange student applications put forward by the home institution for any reason, including but not limited to academic issues, disciplinary issues, or limitations on space.

III. Registration & Fees

- a. The Students shall pay their tuition and fees to their home institution, and shall not be charged for tuition and fees at the host institution.
- b. Course registration procedures at the host institution shall be communicated to the home institution and the Students as soon as reasonably possible, once they become available.
- c. An official transcript shall be sent by the host institution to the student at the home institution's address within 60 days of The Students' completion of the Exchange Program.
- d. The Students shall be accorded the same rights and privileges as that of students enrolled at the host institution, except that The Students shall not be permitted to matriculate for academic degree programs.

IV. Student Obligations

- a. The Students are required to follow the application procedures designated by their home institution.
- b. The Students shall be responsible for their own financial support during the Exchange Program, including the costs associated with travel, accommodations, visas, books, food, health insurance, laboratory or other fees, living expenses, transportation and other incidental expenses.
- c. The host institution will provide reasonable assistance to The Students to secure accommodations. All expenses associated with securing living accommodations (e.g., application fees, security deposits, rent, etc.) shall remain the sole responsibility of The Students.
- d. The Students must abide by the policies, guidelines and procedures of the host institution while



participating in this Exchange Program.

- e. A student's participation in the Exchange Program may be terminated by either institution if the student fails to follow the proper application procedures, is not making acceptable academic progress, is not fulfilling the requirements of the Exchange Program, or has violated any applicable policies of either Institution.
- f. It is the responsibility of the home institution to effectively communicate all student obligations to The Students in advance of their participation in the Exchange Program.

V. Communication and Notice

- a. To ensure continuity and clarity of communications, each Institution shall designate a representative below for purposes of communicating with respect to any matter arising under this Agreement. This contact information shall also be used for any notice required to be given under this Agreement. This representative or his/her contact information may be updated from time to time with written notice from the Institution.

For EPN:

Name: Herbert Guy Terry
Position: Coordinator of International Programs and Services
Phone: +593 2 297 6300 ext. 1107
Email: herb.terry@epn.edu.ec

For UTFPR:

Name: Carlos Cziulik
Position: Associate Director of International Affairs
Phone: +55 (41) 3310-4998
Email: cziulik@utfpr.edu.br

VI. Other Terms of this Agreement

- a. This agreement will come into effect from the date of signature by both parties and will remain in force for a period of 5 (five) years.
- b. Either Institution may terminate this Agreement for any reason by giving the other Institution at least a six-month written notification of its intent to terminate this Agreement. Notwithstanding the foregoing, in the event of a breach of this Agreement by one Institution, the other Institution may terminate this Agreement by giving the breaching Institution at least thirty days written notification of its intent to terminate this Agreement. Notice of termination under this paragraph shall not impact the experience of The Students already participating in the Exchange Program at their host institution.
- c. The Institutions agree that neither will use the other's name or marks for any purpose other than performing this Agreement.



- d. Neither Institution shall assign this Agreement nor allow any other person, group or entity to use the benefits granted to it under this Agreement without the prior written consent of the other Institution.
- e. Should any portion of this Agreement be held invalid, the remaining portion shall not be affected and shall continue to be valid and enforceable.
- f. This Agreement constitutes the entire agreement of UTFPR and EPN and there are no other promises, obligations or understandings between the Institutions that are not contained within this Agreement, unless otherwise indicated herein. The terms of this Agreement may not be modified other than in writing signed by both Institutions.
- g. If this agreement is translated into a language other than English, the document in English shall be the official, binding version.

VII. Other Forms of Cooperation

- a. Both institutions agree to pursue and promote opportunities other than student exchanges (including faculty exchanges) which will enable them to assist each other in their efforts to enhance the education of their students, to increase research accomplishments and broaden the knowledge base of their faculties, and to promote mutual understanding and enlightenment amongst the people of their respective countries.

In witness whereof, by their signatures, the Institutions have executed this Agreement on the last date listed below.

Once it has been signed by both parties, UTFPR will publish an extract of this document in the Brazilian Official Daily Newspaper.

Date: 22 AGO 2018

Federal University of Technology – Paraná

Signature: [Signature]
Luiz Alberto Pilatti, Ph.D.
University Rector

Acknowledged by: [Signature]
Signature: [Signature]
Carlos Cziulik, Ph.D.
Associate Director of International Affairs

Date: 22 AGO 2018

Escuela Politécnica Nacional

Signature: [Signature]
Jaime Calderón, MBA
University Rector

Acknowledged by: [Signature]
Signature: [Signature]
Herbert Guy Terry
Coordinator of International Programs and Services