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Agreement on Double Master Degree Program

between

Wrocław University of Science and Technology (Poland)

and

………………………………

## Preamble

Within the framework of the Cooperation Agreement signed between Wrocław University
of Science and Technology and .................................., hereafter Institutions, and sharing the common purpose to develop academic and scientific cooperation between the two Institutions by fostering mobility among master students, Wrocław University of Science and Technology (hereafter WUST), with legal domicile, 27 Wybrzeże Wyspiańskiego St., 50-370 Wrocław (Poland), and represented by its Rector, Professor …………………. and ………………………………… (hereafter ………), with legal domicile, …………………………………….., and represented by its Rector/President, …………………………………., hereby agree to set up a Double Master Program(s) according to the following rules:

## Article 1 – Aim of the Agreement

1.1.This Agreement defines the requirements and obligations of WUST and ……………………
in establishing a Double Master Degree Program in specific field of studies.

1.2. The Program, developed and organised by the parties, leads to two recognised Master’s degree diplomas, one from the student’s home institution and one from the host institution.

## Article 2 – Scope of the Agreement and Definitions

2.1.This Agreement specifies the rights and responsibilities of both parties, and the terms under which students from WUST and from ………………………. may be granted, upon successful fulfilment of the Program and of all requirements for graduation at each institution, the professional titles and diplomas of equivalent academic levels from both institutions.

2.2.Both parties agree to the following general forms of cooperation and general requirements for all students participating under this Agreement.

## Article 3 – Extent of the Program

3.1. Students participating in the program will undertake their study program at both institutions: the home institution, where the student will be initially enrolled, and the host institution. Student’s achievements realized in both Institutions is mutually recognized by both Institutions.

3.2. The Master’s degree from the parties requires achieving ECTS credit points, including the thesis work, accomplishing two full-time academic years.

3.3. The ECTS credit points structure for each field of study that will be implemented within the program will be added as an annex to this document when appropriate. The coordinators of the relevant degree programs at each institution will define the agreed upon ECTS credit points structure for chosen field of studywhich will then be applied to all students participating in the program.

3.4. The study programs at the respective institutions will be partially overlapping. The students will accomplish two semesters of Master studies at their home institution. The study period may be extended, if necessary, to obtain by WUST students learning outcomes specified for the field of study of master degree program.

3.5. The thesis will be co-supervised by advisors from both Institutions. The titles of theses written by WUST students will be approved by the council of the relevant Faculty of Wrocław University of Science and Technology.

3.6. The language of the Program is English.

## Article 4 – Student Admission to the **Double Master Degree Program**

4.1.The admission of students to the Double Master Degree Program will be conducted in accordance with the following principles:

1. The parties shall agree on the application procedure, including application deadlines and selection criteria;
2. The students must meet the admission criteria of the Master’s program of both institutions, as well as the admission’s criteria to the Double Master Degree Program and comply with the terms and conditions of the present Agreement;
3. Students must be well versed in the English language (B2 level), as demonstrated by an required language certificate or equivalent;
4. The selection is carried out in collaboration between the two institutions. The home institution is responsible for providing the host institution with a list of selected and eligible candidates. The final approval will be taken by the host institution;
5. No tuition fees are required at the host institution for students participating in the Program. The students shall pay tuition fees (if applicable) to their home university.
6. Every year a maximum of ......... students per institution will participate in exchange.

## 4.2. Both institutions shall agree program of studies before students will start the recruitment process to the Double Master Degree Program.

## Article 5 – Rights and Status of the Students

5.1. Students participating under this Agreement shall be enrolled as master degree students. Students shall have the same rights and obligations as degree students in the respective institutions.

5.2. Before students' departure to the host institution, the home institution must make sure that the students have purchased a health and travel insurance for the entire period of their stay at the host institution.

5.3. During the mobility, students will be responsible for covering the travel costs to the host country and living costs during their stay, including accommodation, books, equipment, consumables, language tuition prior to the commencement of coursework (where necessary), health and travel insurance, student union fee (if applicable) and other personal expenses arising out of the exchange.

## Article 6 - Rights and Obligations of the Parties

6.1. The host institution will support students in preparing the documents needed to obtain
a visa (if applicable) and in finding accommodation.

6.2. Students participating in the Programme will be entitled to participate in any introductory programme (e.g. Orientation Week) that may customarily be arranged for international students at the host institution.

6.3. The responsible offices of the institutions have the right to ask the incoming students to respect the regulations of the host institution, and reserve the right to ask the students to return to the home institution if the students refuse to follow the regulation of the host institution.

6.4. Each Institution will maintain policies of insurance, indemnity and safety for staff and students within the law of its own country.

## Article 7 - Academic and Administrative Representatives

7.1.Each institution will nominate academic and administrative Coordinators for the individual fields of study within the Program. The Coordinators shall be responsible for the follow-up of the Program within their Institutions and for ensuring that measures are taken in accordance with this Agreement.

7.2.Coordinators (and designated offices of the institutions) will be in contact with the students for the entire mobility period, and will supervise the procedures for academic recognition of activities developed at the host institution leading to a successful conclusion and for sending the documentation of the course of study (including the protocols of credits) to the home university.

## Article 8 – Study Plan and Course of Study

8.1.Each student, under supervision of the Coordinator, will propose an individual study plan for the total duration of the program according to the agreed ECTS credit points structure for the specific field of study.

8.2.This study plan can be modified by Coordinator for each student, prior to final approval. Once approved by the Dean this study plan becomes a learning agreement and must be signed by both institutions prior to arrival of the student at the host institution.

8.3.This learning agreement may be revised before the start of the semester in written form with seal of approval from the academic Coordinators of the two institutions.

8.4.At WUST and at ………………., the number of ECTS credit points for the program is 120 (4 semesters). Students from both institutions need to achieve all learning outcomes associated with their field of study and approved by the Senate of Wrocław University of Science and Technology.

## Article 9 – Final Degree Project (Master’s Thesis)

9.1.The Final Degree Project (Master’s Thesis) shall be performed according to the rules and regulations of both institutions. The subject of the thesis must always receive an advance approval from both institutions, and in case of WUST, it has to be approved by the council of the relevant Faculty of Wrocław University of Science and Technology.

9.2.Normally, the final degree project is carried out in the country of the host institution, but exceptions may be negotiated on a case-by-case basis.

9.3.The master’s thesis is written in English. The thesis is monitored by the supervisor, and in the case of WUST, reviewed by the reviewer appointed by the Dean of the relevant Faculty and is subject to the antiplagiarism procedure.

## Article 10 – Diplomas and delivery of the degrees

10.1.Each institution grants the student ECTS credit points transfer from the other institution according to the applicable rules, laws and regulations of that institution.

10.2.Students successfully completing their studies of the Double Master’s Degree Programme obtain two degrees and professional titles, one issued by the home institution and one issued by the host institution.

## Article 11 – Teacher mobility

Within the Program, it is also possible to exchange lecturers between WUST and…….. . In this case tasks assigned to exchange lecturers, with title of Ph.D. at least, at their host institution may include:

1. teaching one or several modules;
2. participating as member of examination committees;
3. contribute to further development of the course or the program.

**Article 12 - Intellectual Property and Confidentiality**

## 12.1. With regards to the intellectual property rights relating to technical solutions and works made by the student (graduate student), the provisions of copyrights or industrial property rights of the country of the home institution will set out.

## 12.2. With regard to the possible creative participation of promoter, employees or other persons involved in the creation of additional objects of intellectual property that may arise in the implementation of the process of preparing the thesis (in particular inventions, software, projects, research positions, etc.), the provisions of the copyrights or industrial property rights of the country of supervisor, employee or any other person involved in their creation will set out.

## Article 13 – Quality assurance

Both parties will implement their local evaluation systems for courses and programs.
The feedback and future improvements will be treated in an annual meeting between both institutions planned after the signature of this agreement.

## Article 14 - Duration of the Agreement

14.1.This Agreement shall come into effect from the academic year following the day
of signature by both institutions.

14.2.The Agreement will be valid for six (6) years and will be extended automatically for similar periods.

14.3.The agreement may be terminated by either party upon 180 (one hundred eighty) days written notice to the other party.

14.4.The agreement cannot be terminated during the semester. Termination of the agreement is subject to the completion of the activities in progress.

14.5.After the termination of the agreement, the whole documentation pertaining to individual students and to the course of their studies at host institution will be handed over to their home institution.

## Article 15 – Final Provisions

15.1.Amendments or changes to this Agreement shall be made in writing or otherwise invalid and signed by the duly authorised representatives of the institutions.

15.2.The annex with the detailed plan of Double Master Degree Program and courses is an integrated part of the present Agreement.

15.3.The parties agree to solve amicably any controversy arising from the interpretation or execution of the present Agreement. Otherwise that dispute will be resolved before the court proper for the seat of the plaintiff and by the law of the country proper for the plaintiff.

15.4.This Agreement has been signed in four originals in English.

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| For the .............................................\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Prof.RectorDean of the Faculty.....Date: | For the Wrocław University of Science and Technology \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Prof. Rector Dean of the Faculty.....Date: |