

## Memorandum of Understanding

BETWEEN

CHA University

AND

Notre Dame of Maryland University

This Memorandum of Understanding (“Agreement”) between CHA University and Notre Dame of Maryland University (“NDMU”) is entered into effective as of 12/22 2020 , to provide for new cultural and intellectual explorations, and broaden academic, professional, and cultural perspectives of the students of both institutions.

### 1. Definitions

In this Agreement, unless the content otherwise specifies, Home Institution shall mean the institution at which a student is originally enrolled and intends to graduate and Host Institution shall mean the institution at which a student is temporarily enrolled as a visiting Exchange Student. Exchange Student shall mean students from CHA University at NDMU or NDMU students at CHA University.

Due to CORONAVIRUS Pandemic situation, if student exchange is not possible, Host Institution can provide online education programs at the agreed condition.

### 2. Duration of Exchanges

Each institution agrees to exchange individual students for a semester or an academic year.

### 3. Selection of Exchange Students

Exchange candidates will be selected on the basis of academic excellence and other criteria imposed by the Home Institution’s selection committee and will be recommended to the Host Institution. They must meet the admissions requirements of the program which they plan to pursue at the Host Institution. The Host Institution retains the right to approve or reject any recommendation based on whether the candidate’s qualifications meet admission requirements at the Host Institutions.

#### 4. Number of Students to be Exchanged

Each university may accept one (1) Exchange Student each year. Both institutions will review the program annually to ensure a balance in the number of exchanged students. Should an imbalance in the exchange occur, both institutions will endeavor to make adjustments in the following year. Standard lengths of stay for Exchange Students will be one semester or one full academic year. Two one-semester students will be counted as the equivalent of one full-year student. An extension of stay for an Exchange Student at the Host Institution must be officially approved by the Home Institution as well as the Host Institution.

#### 5. Placement in the Host Institution

Students from CHA University will be placed in the School of Arts, Sciences, and Business at NDMU. NDMU students will be placed in the College of Integrated Social Science (Departments of Counseling Psychology, Art Therapy, Business Intelligence and Health & Strategic Communication) at CHA University or CHA Psychological Counseling Center at CHA Bundang Medical Center. Students will be given full-time registration status at the Host Institution and accorded all rights and privileges commensurate with this status.

6. Exchange students will not be charged tuition, application, and admission fees at the Host Institution. All other expenses shall be the responsibility of the Exchange Student.

#### 7. Transcripts of Academic Record

The Host Institution will provide the Home Institution with the official transcript of the academic record of each Exchange Student upon the completion of studies. Transcripts will be mailed within one month of student's return to the Home Institution. The granting of credits for studies undertaken at the Host Institution will be the discretion of the Home Institution in accordance with its own policies and regulations.

#### 8. Host Institution's Obligations

The Host Institution will provide all Exchange Students will access to library, research, and other facilities, normally available to its own students. The Host Institution will assist the students in locating suitable accommodations.

#### 9. Exchange Students' Obligations

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.

The Host Institution shall have the right to return an Exchange Student to the Home Institution if he/she/they violate the Host Institution's policies and rules. However, this right will not be exercised without prior consultation with the appropriate official of the Home Institution.

#### 10. Health and Accident Insurance

All Exchange Students must be enrolled in a health insurance program applicable in the host country and take out additional medical evacuation and repatriation of remains coverage.

Students from CHA University at NDMU are required to enroll in travel insurance which meets levels NDMU designates and insurance should be sufficient for a student's time at NDMU. Students from NDMU at CHA University are required to enroll in travel insurance which meets levels CHA University designates and insurance should be sufficient for a student's time at CHA University.

#### 11. Liaison Office

Director of Study Abroad at NDMU and Director of Global Exchange Center at CHA University will be responsible for coordinating the exchange. The Office of Study Abroad at NDMU and Global Exchange Center at CHA University will handle the details of implementation.

#### 12. Revision and/or Termination

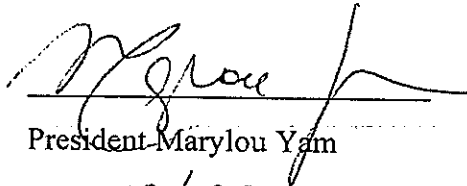
This Agreement shall become effective upon signing by both parties and may be terminated at any time by either party. Termination of this Agreement should be made in writing, giving one year's notice to allow for appropriate closure of the exchange administration. Any proposal to change the terms of this Agreement must be negotiated and officially approved by both institutions by written notice before going into effect.

Both institutions agree to provide all normal services as outlined in this agreement for the Exchange Students through the end of the exchange program.

Notre Dame of Maryland University and CHA University have executed this Agreement as of the dates written below.

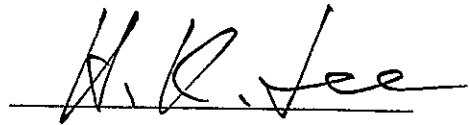
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President Marylou Yam

Date 12/22, 2020



President Hoon Kyu Lee

Date 12/22, 2020