

## **AGREEMENT BETWEEN NOTRE DAME OF MARYLAND UNIVERSITY AND SEIREI WOMEN'S JUNIOR COLLEGE**

Notre Dame of Maryland University and Seirei Women's Junior College, wishing to cooperate in student exchange and other mutually beneficial educational undertakings, hereby agree to the following principles and conditions:

### **OBJECTIVES**

The objectives of the exchange are:

1. To give students opportunities to experience a culture different from their own, to broaden their view of the world, and to deepen mutual understanding.
2. To give students opportunities to learn the language of the host country.
3. To provide opportunities for Seirei students to undertake formal course work at Notre Dame of Maryland University.
4. To offer teaching opportunities for Notre Dame graduates at Seirei Women's Junior College.
5. To provide Notre Dame faculty an opportunity to visit Seirei Women's Junior College and build new relationships with Seirei faculty.

### **PART I      Seirei Graduates at Notre Dame of Maryland University**

#### **Study-Travel Program**

1. Seirei Women's Junior College agrees to bring not less than 12 students and 2 chaperones to Notre Dame of Maryland University annually for a two-week Study-travel Program.
2. Both institutions agree to collaborate in the design of the Study-Travel Program. The English Language Institute, an on-campus program sponsored by Notre Dame of Maryland University, agrees to provide primary responsibility for implementing the program.
3. The program will include the study of English and American culture classes.
4. Local and regional tour experiences will be included in the two-week program. Site visits will include but are not limited to museums, historic areas in Baltimore, Philadelphia, Washington, D.C. and New York.
5. All costs for the program, including travel expense, shall be borne by the participating students.

**PART II Notre Dame of Maryland Students at Seirei Women's Junior College**

**Study-Travel Program**

1. As part of this exchange Seirei Women's Junior College agrees to accept four students as guests from Notre Dame of Maryland University for a study abroad experience for the month of July.
2. Notre Dame of Maryland University agrees to notify Seirei Junior College about the number of students coming for the July summer experience by March 1.
3. Notre Dame of Maryland University will be responsible for the selection of students to participate in the study abroad experience. The criteria for selection of students and details of the month-long experience will be established through correspondence with Notre Dame of Maryland University.
4. All transportation expenses (except those scheduled by Seirei) are the responsibility of the students.
5. Seirei Women's Junior College agrees to provide the Notre Dame students with free room and board during their July study abroad experience in Akita City.

**PART III Seirei Graduates at Notre Dame of Maryland University**

**ADMISSION**

1. As part of this exchange, Notre Dame of Maryland University agrees to accept two new admissions from Seirei Women's Junior College annually (see Admission for International Students' in current college bulletin for details).
2. Seirei Women's Junior College will be responsible for the selection of graduates to participate in the exchange, provided the students meet the admission criteria for specific programs as established through correspondence with Notre Dame of Maryland University. Notre Dame of Maryland University will supply Seirei Women's Junior College with its admission criteria in writing.
3. Notre Dame of Maryland University determines whether the recommended students are finally admitted to its programs.
4. Students from Seirei Women's Junior College will have the same privileges and enjoy the same medical, sports, and other amenities as other enrolled students. They will be subject to the same rules and regulations as other students in the institution.

**ACADEMIC PROGRAM**

5. Seirei graduates will select courses under the same condition as local students, and will enroll in those courses on the basis of formal assessment and grading.

## ADVISOR

6. Notre Dame of Maryland University accepts responsibility for designating a faculty member to serve as advisor to each Seirei student.

## FEES/COSTS

7. The exchange students are expected to pay tuition, room and board, and other necessary fees to Notre Dame of Maryland University. Transportation, medical care, books, passports/visas and all personal expenses will be the responsibility of the student. The student must make payment of necessary fees in accordance with the policies of Notre Dame of Maryland University.

## SCHOLARSHIPS

8. Notre Dame of Maryland University will grant the two newly admitted students from Seirei Women's Junior College, who enroll full time in the regular college program, a one-third tuition scholarship. This scholarship will be applied to the student's tuition at the time of registration.

## HOUSING

9. Students from Seirei Women's Junior College enrolled at Notre Dame of Maryland University will be placed in college housing. If this is not possible for some reason Notre Dame of Maryland University will assist the students in finding appropriate accommodations. In either case, the cost will be borne by the students.

## RULES AND REGULATIONS

10. The host college may discipline and/or remove a student from the program for violations of the rules and regulations of the college in which the participating student is attending class. In such a case, the entire proceeding will be in writing, including the reason for such action, and a written copy will be sent to the home college of the student.

## DEBTS

11. Debts incurred by an exchange student are not the responsibility of Notre Dame of Maryland University and should be paid by the student.

## TRAVEL

12. The arranging of and payment for overseas travel as well as other travel, such as excursion travel, will be the responsibility of the students concerned.

**PART IV Notre Dame of Maryland University Graduates Teaching at Seirei Women's Junior College**

1. As part of this exchange Seirei Women's Junior college agrees to reserve one teaching position for a graduate of Notre Dame of Maryland University. In principle, the Notre Dame graduate shall remain at Seirei for a period of 23 months, from September 1 to July 31 two years later.
2. A contract for a third year may be offered to the Notre Dame graduate by Seirei Women's Junior College.
3. Seirei Women's Junior College will offer the teaching contract in accordance with the rules and regulations governing the institution.
4. Seirei Women's Junior College will provide the Notre Dame graduate all the documentation necessary to acquire a working visa from the Japanese Embassy by June 30.
5. The Notre Dame graduate will be provided with round trip air fare and housing for a modest rent.
6. Notre Dame of Maryland University agrees to establish, in consultation with Seirei Women's Junior College, selection criteria and application procedures for the teaching position.
7. Seirei Women's Junior College will notify Notre Dame of Maryland University by February 1 if the current Notre Dame graduate wishes to accept a renewal of contract. Notre Dame of Maryland University will forward the name of the new graduate in writing by March 1. If there is no approved applicant for the teaching position, Notre Dame of Maryland University will inform Seirei Women's Junior College in writing by March 1, thus releasing Seirei from the obligation to reserve the position for the next academic year.

**PART V Faculty Exchange**

1. Seirei Women's Junior College agrees to host one Notre Dame faculty member each year for the next three-year period. Seirei Women's Junior College will cover the cost of transportation to and from Akita City and offer housing for the duration of the stay while in Akita City. The length of stay will not exceed seven days. The faculty member will give one lecture or offer some service based on the individual's expertise. Representatives of Seirei Women's Junior College and Notre Dame of Maryland University will mutually agree on the details of the visit.
2. Notre Dame of Maryland University and Seirei Women's Junior College agree to explore future possibilities of student study abroad and faculty exchange and/or visiting lectureships of mutual benefit.

## ADMINISTRATION OF THE AGREEMENT

The exchange program will be administered through the Study Abroad Program Coordinator of Seirei Women's Junior College and the Director of the Office of International Programs at Notre Dame of Maryland University.

## REVISION OF RENEWAL OF THE AGREEMENT


It is understood that this agreement will continue to be in force even in years when there are no qualified students available for exchange. Revisions to the agreement may be made by mutual consent of the two institutions. These revisions will become effective as of September 1 of each year. If such revisions should take place, they will not affect students already engaged in study under the program.

## DURATION OF THE AGREEMENT

1. The agreement will go into effect September 9, 2011 and will be renewed by mutual agreement every three years.
2. Either party, however, may end the agreement, with a one-year advance notice of termination in writing. If such termination should take place, it will not affect students already engaged in the study abroad program.

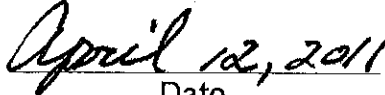
## NOTICE

Any notice affecting the nature of this agreement shall be in writing and delivered by registered mail to the respective administrative office.

  
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Mary Pat Seurkamp  
PRESIDENT, Notre Dame of Maryland University

  
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Date

  
\_\_\_\_\_  
Yoshiro Hiragaki  
PRESIDENT, Seirei Women's Junior College

  
\_\_\_\_\_  
Date