

(93-4 Rescinded)

**CSU****CONNECTICUT STATE UNIVERSITY**

P.O. BOX 2008 • New Britain, Connecticut 06050 • (203) 827-7700

RESOLUTION

authorizing

**PARTICIPATION OF CONNECTICUT STATE UNIVERSITY CAMPUSES
IN STUDENT EXCHANGE PROGRAMS**

April 8, 1988

- WHEREAS:** It is an educational advantage for students of the Connecticut State University to develop a knowledge of other regions of the country and especially, in an era of increasing dependence on foreign trade, to develop a knowledge of foreign nations and cultures through periods of study at other universities, and
- WHEREAS:** The International Student Exchange Program (ISEP) is a federally subsidized student exchange program administered through Georgetown University which enables American students to study abroad and foreign students to study in the United States, both at a cost essentially equal to that for enrollment in their home universities, and
- WHEREAS:** Participation in the International Student Exchange Program (ISEP) requires Connecticut State University campuses to agree to permit foreign exchange students to enroll in the place of Connecticut State University students who are studying abroad and to fulfill the other obligations of ISEP's Terms of Participation, a current copy of which is attached, and
- WHEREAS:** A variety of other student exchange programs between Connecticut State University campuses and U.S. and foreign universities have been developed which also have the feature of permitting students to exchange places at a cost essentially equal to that for enrollment in their home universities, therefore be it
- RESOLVED:** That Resolution #83-4, Resolution concerning International Student Exchange Program at Central Connecticut State College, January 7, 1983, is hereby rescinded, and be it
- RESOLVED:** That the Board of Trustees of Connecticut State University authorizes the campuses under its jurisdiction, acting through their presidents, to become members of the International Student Exchange Program (ISEP) and to fulfill the obligations of membership, including the charging of additional student fees, as set forth in the ISEP Terms of Participation, and be it
- RESOLVED:** The Board of Trustees of Connecticut State University further authorizes campus presidents to approve exchanges of students with U.S. and foreign universities other than those which participate in the International Student Exchange Program under terms of participation similar to those applying to the International Student Exchange Program.

A Certified True Copy

Dallas K. Beal
President





TERMS OF PARTICIPATION FOR INSTITUTIONAL MEMBERS OF THE
INTERNATIONAL STUDENT EXCHANGE PROGRAM

The INTERNATIONAL STUDENT EXCHANGE PROGRAM, hereafter referred to as ISEP, and the institution entering into agreement with ISEP, hereafter referred to as the CONTRACTING INSTITUTION, agree to be bound by the following terms regarding the exchange of participants through ISEP between the contracting institution and other institutions cooperating with ISEP, hereafter referred to as COOPERATING INSTITUTIONS. In the case of contracting institutions within the United States and its dependent territories, cooperating institutions shall be understood to mean only institutions outside the United States and its dependent territories. In the case of contracting institutions outside the United States and its dependent territories, cooperating institutions shall be understood to mean only institutions within the United States and its dependent territories.

1. Purpose of ISEP

The purpose of ISEP is to establish and facilitate the regular exchange of scholars between the contracting institution and cooperating institutions which have entered into agreement with ISEP for the same purpose.

2. ISEP Membership

✓ To become a member of ISEP, the contracting institution must agree to abide by the Terms of Participation by signing the ISEP Agreement and completing the Membership Questionnaire to the satisfaction of ISEP. Any exclusions or deviations in the ability of an institution to comply with the Terms of Participation must be submitted to ISEP on the Amendment Form and are subject to ISEP approval. The ISEP Agreement, Amendment Form (if applicable) and completed Membership Questionnaire must be submitted to ISEP along with payment of the one-time institutional membership fee. This fee is refundable only if ISEP elects not to accept the contracting institution as a member institution. The fee is not refundable if the contracting institution is accepted by ISEP and thereafter withdraws or is removed from membership by ISEP for failure to comply with the Terms of Participation.

✓ Should the contracting institution terminate its membership in ISEP at any time after payment of the institutional membership fee, no fee shall be charged by ISEP for a renewal of membership if the contracting institution renews its membership within twelve months of the date of termination.

3. ISEP Fee Schedule

ISEP shall assess the contracting institution fees according to the attached fee schedule which has been incorporated as part of these Terms. These fees are reviewed and approved on an annual basis by the ISEP Advisory Committee.

4. Participant Program Fee

✓ The contracting institution shall designate and collect a program fee from outgoing participants or their sponsor(s) based upon the institution's regular tuition (if any); fees for registration, activities, etc.; room; and board; all in amounts sufficient for it to provide the benefits to incoming participants described below (see 12. Benefits to be Provided by the Contracting Institution to Incoming Participants). ISEP shall not be responsible to the contracting institution, any participant or any cooperating institution for the contracting institution's failure to collect such a fee. ISEP will not release the contracting institution from its responsibilities to incoming participants because of such failure.

No program fee, or part thereof, is to be paid by the contracting institution to cooperating institutions to defray the cost of educational or other ISEP benefits of participants. ✓ All ISEP exchanges are to be based upon reciprocity, each institution using funds left by outgoing participants or their sponsor(s), as well as any other resources necessary, to provide benefits to incoming participants (see 12. Benefits to be Provided by the Contracting Institution to Incoming Participants).

5. ISEP Nominations and Placement

The contracting institution shall be responsible for selecting the participants it wishes to nominate for ISEP exchanges (see 10. Selection of Outgoing Participants). ✓ ISEP will begin making placements for participants nominated for exchanges on the first working day of March and will continue making placements on a space-available basis thereafter. ISEP will seek to place participants nominated by the contracting institution at one of the cooperating institutions requested by the participants as an exchange study site. Failing this, ISEP will endeavor in consultation with the contracting institution, the participant and any appropriate cooperating institutions, to secure an alternate placement meeting the nominated participant's stated requirements.

6. Number of Participants to be Exchanged

✓ The number of participants to be exchanged each year shall be determined by the mutual agreement of the contracting institution and ISEP. This number may be modified by mutual consent. Placement commitments to incoming participants confirmed in writing by the contracting institution shall be deemed final and irrevocable. These placement commitments must be received by ISEP no later than thirty (30) days prior to the date the incoming participant is to arrive at the contracting institution. The contracting institution cannot alter its obligation to such incoming participants regardless of the withdrawal of the institution's outgoing ISEP participants.

7. Balancing the Exchange

ISEP will seek to balance incoming and outgoing ISEP participants to the best of its ability. Should an imbalance of incoming and outgoing participants become unavoidable, ISEP will seek to correct this imbalance in the following placement period, if possible, and to work closely with the contracting institution to minimize any inconvenience caused to the contracting institution by such an exchange imbalance. ISEP will not allow the number of incoming participants to exceed the number of outgoing participants without the explicit consent of the contracting institution, unless to correct an exchange imbalance from a prior placement period in favor of ISEP (i.e., where the contracting institution has sent out more participants through ISEP than it has received). Should the contracting institution's membership in ISEP terminate while an exchange imbalance exists, the contracting institution agrees to act in accordance with these Terms in either accepting incoming participants or nominating outgoing participants to redress the exchange imbalance. In the latter case, the contracting institution may waive its rights to an outgoing exchange placement.

8. Duration of Exchanges

Unless otherwise agreed, all exchanges shall be for one academic year. ISEP agrees to facilitate exchanges of longer or shorter duration with cooperating institutions as requested by the contracting institution. Participation in an ISEP exchange may be extended for legitimate academic reasons provided that ISEP and both the contracting institution and the cooperating institution involved agree to the extension. An ISEP participant's exchange may be terminated by the contracting or cooperating institution if the participant: fails to remain enrolled full-time, fails to maintain minimum academic standards as defined by the participant's home or host institution, or violates the laws or regulations of the host country or institution. A change in the duration of the participant's exchange for any of these reasons shall not affect the exchange balance (see 6. Balancing the Exchange).

9. Degree Status of Participants

Unless otherwise agreed, outgoing participants will remain enrolled as regular degree candidates at the contracting institution and will not be enrolled as candidates for degrees at cooperating institutions. Upon agreement of ISEP, the contracting institution, and the cooperating institution concerned, incoming participants may be enrolled in postgraduate degree programs at the contracting institution. Any participant seeking a degree from the contracting institution will be subject to the full rigors of the institution's application process for that degree program and will be expected to complete all regular degree requirements established by the contracting institution for that program. ISEP does not guarantee degree admission for any participant receiving an ISEP exchange placement at a contracting institution; this is the participant's responsibility.

10. Participant Eligibility

The following categories of applicants are eligible to participate in exchanges through ISEP: 1) full-time students who have had at least one full year of study recognized by the contracting institution and 2) members of the academic staff of

the contracting institution wishing to pursue research or course-work abroad. ✓ Only those who have proven themselves capable of producing high-level academic work are eligible for such exchanges. ✓ Only candidates meeting foreign language proficiency guidelines provided by ISEP will be eligible for exchanges with cooperating institutions whose language(s) of instruction is (are) not the candidate's native language(s). The requirements for exchanges with specific cooperating institutions may vary. ISEP agrees to inform the contracting institution of such individual requirements to the best of its ability.

11. Selection of Outgoing Participants

The contracting institution shall have sole responsibility for the selection of its outgoing candidates for ISEP exchanges, with the understanding that selections shall be based upon:

- (a) General and specific eligibility guidelines provided by ISEP
- (b) Foreign language proficiency guidelines, if applicable
- (c) Individual admission criteria of the cooperating institutions, and
- (d) Agreements reached with ISEP regarding the total number of participants to be exchanged

(see 9. Participant Eligibility and 5. Number of Participants to be Exchanged).

12. Acceptance of Incoming Participants

✓ The contracting institution agrees to accept all participants selected by cooperating institutions and placed at the contracting institution by ISEP, subject to the following qualifications:

- (a) All participants must meet the general criteria established by ISEP, and any specific requirements mutually agreed upon by ISEP and the contracting institution (see 9. Participant Eligibility, and 10. Selection of Outgoing Participants)
- (b) Responsibility for accepting placed participants shall be limited to the number of exchanges agreed to as described above (see 5. Number of Participants to be Exchanged), unless additional participants must be placed to correct a previous exchange imbalance in favor of ISEP
- (c) Participants may be refused acceptance if the contracting institution cannot meet their stated academic requirements, and
- (d) Responsibility for accepting placed participants shall not extend to any degree program at the contracting institution. Any participant seeking entrance to a degree program of the contracting institution through ISEP is subject to the full rigors of the selection process for that degree program at the contracting institution (see 8. Degree Status of Participants).

The contracting institution must inform ISEP if it will not accept ISEP's placement forms in lieu of its own admission application, and must supply its own application forms to placed participants in a timely manner upon receipt of placement information from ISEP, if such forms are required.

✓ The contracting institution shall provide a formal letter of acceptance to all placed participants.

13. Benefits to be Provided by the Contracting Institution to Incoming Participants

The contracting institution is fully committed to provide the following specified benefits to all incoming participants for which the contracting institution has made a placement commitment (see 5. Number of Participants to be Exchanged). In case of civil strike, unrest, or other unpredictable circumstance affecting the ability of the ISEP Coordinator to provide such benefits, the contracting institution shall make arrangements for the appointment of a substitute coordinator to discharge the functions of the ISEP Coordinator and ensure that the incoming participants receive full benefits.

- (a) Enrollment in a full-time course of studies or research for a full academic year (or other stipulated period as arranged) at the contracting institution in order that the participant may pursue the program outlined in his or her ISEP Study Site Request. Any and all tuition or other charges for such enrollment shall either be waived or paid by the contracting institution. These charges shall include waiver or payment of associated laboratory, examination, or other fees covering all courses within the normal curriculum unless specifically excluded in advance by arrangement with ISEP. Intensive language courses offered outside the normal curriculum and other such special courses are not considered a part of ISEP benefits and the costs for such courses need not be met by the contracting institution unless specifically agreed upon in advance.
- (b) All memberships, benefits, and rights to participate in activities and to receive basic services normally provided or required for students at the contracting institution (e.g., access to recreational activities, health facilities, sports facilities, student organizations) shall be provided unless specifically excluded in advance by arrangement with ISEP.
- (c) Housing benefits shall be provided for the full period of the ISEP exchange as specified below. Housing benefits shall be provided from the suggested date of arrival for incoming participants at the contracting institution through the end of the last academic session of the placement period, inclusive of all examination periods, vacation periods, and periods between academic sessions. In all cases, the period for which housing is to be provided should be based on the academic calendar in effect at the contracting institution during the exchange period. The quality of accommodation provided shall match or exceed that normally available to regular students at the contracting institution. The contracting institution may elect to substitute a fair monetary equivalent for any or all of the housing benefits described above, provided ISEP agrees to the substitution. Housing benefits may be provided by various possible housing arrangements (e.g., host institution residence halls,

rooms with families, apartments shared with other students). Housing benefits are to include an initial housing placement that meets the above standards, to be available on the suggested arrival date at the contracting institution. Any subsequent changes in housing arrangements requested by participants must be approved by the contracting institution, but are not its responsibility to arrange. The contracting institution is only responsible for providing housing to married participants if it has agreed in principle to do so, and if it is informed of the participant's special requirements prior to placement. The amount of benefits for a married participant need only equal that provided to a participant without accompanying dependents.

- (d) Full meal benefits shall be provided for the entire period of the exchange. Meal benefits shall be provided from the suggested date of arrival for incoming participants at the contracting institution through the end of the last academic session of the exchange period, inclusive of all examination periods, vacation periods, and periods between academic sessions. In all cases, the period for which meals are to be provided shall be based on the academic calendar in effect at the contracting institution during the exchange period. Full meal benefits shall be interpreted to mean from nineteen to twenty-one meals per week during the above specified period. The quality of meal benefits provided shall match or exceed that normally available to regular students at the contracting institution. The contracting institution may elect to substitute a fair monetary equivalent for any or all meal benefits described above, provided ISEP agrees to the substitution. Meal benefits may be provided by various arrangements (e.g., purchase of meal plans, payments to families to provide meals, stipends to the participants). Meal benefits are to include an initial arrangement available immediately upon the suggested date of arrival at the contracting institution. Alterations in arrangements requested by participants must be approved by the contracting institution, but are not its responsibility to arrange. Meal benefits provided to married participants need only cover the program participant and do not extend to his or her spouse or dependents.
- (e) A full range of services normally accorded a visiting international exchange student shall be provided, including but not limited to: adequate orientation to the host institution; academic advising and other assistance in obtaining adequate and appropriate course(s), and/or research opportunities; and assistance required for help with housing, maintenance, or other problems. These services should be provided by or arranged for by a member of the contracting institution's staff explicitly given these responsibilities by the contracting institution (see 16. ISEP Coordinator).
- (f) A contracting institution shall make every effort to provide access to all courses and research facilities requested by participants, even those with limited enrollments unless specifically excluded by prior arrangement with ISEP.

A description of the specific benefits must be provided to ISEP by the contracting institution (see 18. Information Distribution). Any exclusions or deviations from such benefits must be specified in writing by the contracting institution on forms provided by ISEP and must be approved by ISEP. Benefits to a participant may be

revoked if the participant: fails to remain enrolled full-time at the contracting institution, fails to maintain acceptable academic standards as defined by the contracting or cooperating institution, or violates the laws or regulations of the host country or institution. Termination of membership shall not abrogate the responsibility of the contracting institution to provide benefits in accordance with these Terms for exchanges begun prior to such termination or for exchanges begun subsequent to such termination which are made to correct an exchange imbalance.

ISEP shall seek to ensure that all of the above benefits and services are provided by cooperating institutions, and to help correct any inadequacies brought to its attention. ISEP's responsibility to the contracting institution and to participants does not extend beyond such endeavors. ISEP is not liable to the contracting institution or to any participant for benefits not provided by the contracting institution or by any cooperating institution. Incoming participants shall not receive benefits from ISEP or the contracting institution to cover the cost of travel to or from the contracting institution, maintenance benefits beyond those defined above, local transportation, costs of books or other required personal supplies, or other expenses, beyond those stated above, unless explicitly agreed upon in writing by ISEP and the contracting institution.

14. Visa Arrangements

In the case of contracting institutions outside the United States, the institution shall be responsible for providing the incoming participant with certification, including a letter of acceptance, required to obtain a student visa or residence permit covering the full period of the participant's enrollment at the contracting institution, and for providing further assistance as required concerning problems arising regarding the participant's visa status. In the case of U.S. contracting institutions, the responsibility for issuing the IAP-66 Certificate of Eligibility for incoming participants to obtain a J-1 Exchange Visitor visa shall be borne by ISEP.

15. Course Work, Assessment, and Academic Records

Incoming participants to the contracting institution will be expected to take an academic program of courses or research commensurate to that taken by a regular degree candidate at their level at the contracting institution, and to complete all requirements for this academic program. The academic work of incoming ISEP participants at the contracting institution is to be, as far as possible, assessed in the same manner as that of regular degree candidates at the contracting institution (e.g., by examination, written assignments, and/or in-class participation). The contracting institution shall provide ISEP with a complete record of all academic work for which incoming ISEP participants were registered while studying at the contracting institution, including an assessment of the participant's performance. This academic record shall, as far as possible, follow the normal format and grading system of the contracting institution. This record shall be provided to ISEP as quickly as possible upon the participant's completion of his or her period of study at the contracting institution. ISEP shall provide the contracting institution with the academic records of its outgoing participants promptly upon receiving them from cooperating institutions, and shall seek to obtain such records should they not be promptly or adequately provided by a cooperating institution. ISEP assumes no further responsibility to the contracting institution or to participants for obtaining such academic records from cooperating institutions.

Following any period of civil strike, unrest, or other unpredictable circumstance which has affected the normal academic program at the contracting institution, the contracting institution shall forward to ISEP a summary of alternate arrangements made for the participants' academic programs and an evaluation of the participants' academic work during the period of strife.

16. Credit Transfer

The contracting institution agrees that any and all work done by an outgoing participant shall be applicable to the degree program of the participant, provided that, before departure, the participant obtains approval from appropriate institutional administrative and academic officers to apply a proposed academic program at the host institution to this degree program; that the participant's actual academic program does not depart substantially from the program of study proposed; and that the participant's academic performance during an ISEP exchange meets the academic standards set forth in advance by the contracting institution. If any or all work done while participating in an ISEP exchange will not count toward the participant's degree program at the contracting institution, the participant must be explicitly informed of this in writing, and this information must be included in the participant's Study Site Request sent by the contracting institution to ISEP at the time of nomination.

17. ISEP Coordinator

The contracting institution shall name a member of its academic or administrative staff (or other appropriate individual) to serve as its ISEP coordinator. This individual shall be responsible for liaison between ISEP and the contracting institution and for coordinating all aspects of ISEP exchanges at the contracting institution. These responsibilities shall include but are not necessarily limited to: publicizing the opportunities available through ISEP; processing applications; arranging for the proper selection of participants; ensuring adequate academic advising for both outgoing and incoming participants; being available or designating a representative to be available for personal consultation with ISEP participants; sending and receiving records of academic work done through ISEP; arranging for the enrollment and registration of incoming participants; arranging for the room, board, and other benefits provided to incoming participants; and otherwise ensuring the smooth operation of ISEP exchanges at the contracting institution. ISEP coordinators will be expected to make every effort to attend, or send a representative to, the annual ISEP conference.

In case of civil strike, unrest, or other unpredictable circumstance affecting the ability of the ISEP Coordinator to fulfill the functions listed above, the contracting institution shall make arrangements for the appointment of a substitute coordinator to discharge the functions of ISEP Coordinator, including continuance of the academic program and provision of ISEP benefits.

18. Program Evaluation

The contracting institution agrees to cooperate fully in the ongoing evaluation of ISEP by completing all requested evaluation forms submitted to its ISEP coordinator, by distributing evaluation forms provided by ISEP to incoming and outgoing

participants, and by ensuring to the best of its ability that such forms are completed and returned to ISEP.

19. Information Distribution

✓The contracting institution agrees to provide ISEP with current information regarding its curriculum and facilities as needed and requested for duplication and distribution to cooperating institutions. ✓The contracting institution further agrees to complete and annually update the Membership Questionnaire to advise ISEP of specific conditions of its participation, including: academic areas which would be most appropriate for incoming participants (e.g., fields in which it is particularly strong, has unique course offerings, preeminent members of the teaching staff), academic divisions not open to ISEP participants, special requirements for access to particular academic programs, benefits to be provided, special eligibility requirements, etc. ISEP shall to the best of its ability provide to the contracting institution any and all information about cooperating institutions required for the contracting institution to inform its students and its staff of the facilities and programs available at cooperating institutions. ISEP is not responsible for the accuracy or completeness of this information.

20. Release of Information

The contracting institution agrees to allow ISEP to duplicate and distribute to cooperating institutions any and all printed or written materials provided by it to ISEP.

21. Departure of Participants from Host Country

ISEP and the contracting institution agree that ISEP shall not be used by participants as a vehicle for illegal immigration, and that all ISEP participants shall be expected to depart from their host country prior to the expiration of their visa following the completion of their participation in an ISEP exchange unless granted written permission to remain in the country by that country's immigration authorities. In the event that participants attending the contracting institution on an ISEP exchange, or chosen by the contracting institution to participate in an ISEP exchange, do not leave their host country prior to the expiration of their visa, or that such participants lack financial resources to depart from the host country, the contracting institution agrees to cooperate with all appropriate authorities in arranging for the participants' departure. Should the immigration authorities of a participant's host country grant written permission to the participant to remain in the host country for any other reason than to study through ISEP at an ISEP member institution, the responsibilities of ISEP and the contracting institution shall cease.

22. ISEP Insurance Programs

✓All ISEP participants must be enrolled in the ISEP group health insurance program while participating in an ISEP exchange unless ISEP, in consultation with the contracting institution, the cooperating institution, and the participant, agrees to a waiver. Participants must be continuously covered under the program from the date of their departure to travel to their host institution until the last day of the last academic session (inclusive of examination periods) of their period of ISEP

placement at their host institution. Incoming participants to U.S. member institutions must be enrolled continuously in the program from the date of their departure to travel to their host institution until their final departure from the U.S. upon the completion of their exchange period. The cost of health insurance is not included in ISEP benefits (see 12. Benefits to be Provided by the Contracting Institutions to Incoming Participants).

ISEP may require its participants to enroll in additional insurance programs designed by ISEP and approved by the ISEP Advisory Committee to meet other specific needs of ISEP participants studying abroad.

23. Modification of Terms

These Terms may be amended by mutual written consent at any time. Such amendments shall be made on forms provided by ISEP and added to the Terms in the form of appendices.

24. Resolution of Disputes

The parties shall seek to resolve all disputes amicably. Any action arising under the Agreement shall be resolved exclusively in the courts of the District of Columbia in the United States.

25. Official Language

ISEP undertakes in good faith to provide copies of these Terms in languages other than English but if disputes arise the English version of these Terms shall govern.

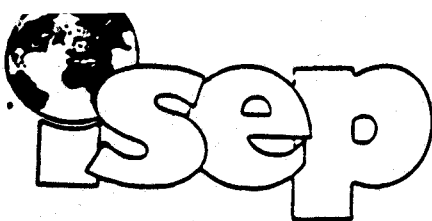
26. Termination of Agreement

The contracting institution may terminate its agreement with ISEP by notifying ISEP in writing. The termination will take effect upon the date requested by the contracting institution if at the time it has not sent out or received any ISEP participants whose exchange placements are still ongoing. If there are any ongoing exchange placements, the termination will not take effect until the last participant's exchange placement ends. If the contracting institution is carrying an exchange imbalance, it agrees to participate for one additional academic year, in order that the exchange imbalance can be rectified. However, if the contracting institution is carrying an exchange imbalance in its own favor, it may elect to terminate the agreement without bringing the exchange into balance.

Any contracting institution failing to abide by these Terms as outlined above or as amended by written agreement with ISEP will be barred from renewing its ISEP membership. Any contracting institution failing to pay requisite fees when due will be removed from membership until the fees are paid. (See fee schedule attached.) Notification of termination of this agreement shall not abrogate the responsibility of the contracting institution or ISEP to provide benefits in accordance with these Terms for ongoing exchange placements or for those made to correct an exchange imbalance.

27. Effective Date

These Terms are effective March 2, 1987, or thereafter upon the execution of the Agreement.



ISEP FEE SCHEDULE

Appendix to the Terms of Participation for Institutional Members

1. Institutional Membership Fee: US \$200.00

Payable at submission of application for membership. An invoice will be provided on request.

2. Institutional Materials Fee: US \$100.00

Payable annually after the first year of ISEP membership to help defray the costs of the informational materials provided by ISEP. New contracting institutions shall receive a full twelve-month grace period before the materials fee is assessed for the first time.

3. Participant Placement Fee:

-through February 29, 1988:	US \$150.00
-March 1, 1988 - February 28, 1989:	US \$165.00

Payable by the contracting institution (or) its nominee for each placement made. Placements which have been made by ISEP, confirmed by the cooperating institution and accepted by the participant will be considered as placements made. This fee is non-refundable and must accompany the Participant Placement Acceptance Form that is signed by the participant accepting the placement and submitted to ISEP. No fee will be charged for participants accepting an extension at their original study site. Credit (i.e., a placement at the lower placement fee) will not be given to institutions having an exchange imbalance in their favor at the time the fees are increased.

4. Participant Nomination Fee: same cost as Participant Placement Fee in effect

Effective March 1, 1988, this fee shall be collected by the contracting institution at the time of nominating a candidate for an ISEP placement and shall be credited towards the Participant Placement Fee when the nominee accepts ISEP's offer of placement. If ISEP is unable to place the candidate at one of the chosen study sites, or a site later approved in writing by the candidate, the nomination fee shall be refunded. However, if the candidate does not accept a bona fide offer of placement or withdraws at some point during the placement process, the fee will be owed to ISEP and billed accordingly to the contracting institution.

(In effect, exchange candidates will be assessed either the Participant Placement Fee on accepting a placement or the Participant Nomination Fee if they fail to accept a bona fide placement offer according to the guidelines above.)





AGREEMENT between
WESTERN CONNECTICUT STATE UNIVERSITY
and
THE INTERNATIONAL STUDENT EXCHANGE PROGRAM

In the interest of furthering world peace and understanding and in order to promote the international exchange of knowledge, the parties named above hereby enter into agreement through which the International Student Exchange Program, hereafter named ISEP, will facilitate educational exchanges between the above-named contracting institution and other institutions cooperating with ISEP.

The specific terms governing ISEP exchanges are detailed in the Terms of Participation for Institutional Members of the International Student Exchange Program. ISEP and the contracting institution agree to abide by and be bound by these Terms as stated unless both parties agree to their modification as provided.

As a reciprocal exchange program, ISEP is based on the common trust and good faith of all participating institutions. It is the intention of ISEP that equal treatment be provided to all participating institutions and individuals.

In agreement with the above principles and conditions and with those specified in the attached Terms of Participation for Institutional Members of the International Student Exchange Program, the following signatures are affixed.

Signature

Name

Title

Western Connecticut State University

Signed this ____ day of _____, 19__.

Signature

Name

Title

International Student Exchange Program

Signed this ____ day of _____, 19__.

THE INTERNATIONAL STUDENT EXCHANGE PROGRAM

a non-profit membership organization for institutions of higher learning, is affiliated with Georgetown University and funded primarily by the United States Information Agency under authority of the Fulbright-Hays Act of 1961.
1242 35th Street, N.W., Washington, D.C. 20037 (202) 625-4737 Telex: 64574 ISEP



Amendment(s) to the Terms of
Participation for Institutional Members of
THE INTERNATIONAL STUDENT EXCHANGE PROGRAM
governing educational exchanges between
WESTERN CONNECTICUT STATE UNIVERSITY
and
other institutions cooperating with ISEP

The following amendment(s) to the Terms of Participation for Institutional Members of the International Student Exchange Program shall become binding under the terms of the Agreement between the above-named contracting institution and ISEP once both parties have signed below. Provisions of the Terms of Participation not acceptable to the contracting institution should be listed below, continuing on the reverse if necessary. Indicate the number and title of the section(s) in question and how the section(s) would have to be changed to be acceptable to your institution.

Signature

Name

Title

Western Connecticut State University

Signed this ____ day of _____, 19__.

Signature

Name

Title

International Student Exchange Program

Signed this ____ day of _____, 19__.