

26/10/11
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STUDY ABROAD AND EXCHANGE AGREEMENT BETWEEN THE
COLLEGE OF SAINT BENEDICT | SAINT JOHN'S UNIVERSITY (CSB/SJU)
AND SAINT XAVIER'S COLLEGE, CALCUTTA

Effective as of the 26th of October, 2011, the College of Saint Benedict | Saint John's University ("CSB | SJU") and Saint Xavier's College, Calcutta ("SXC") hereby agree to enter into this Agreement.

Recitals:

- SXC is a renowned institution of higher education which has the capacity to offer international students a high quality educational experience;
- CSB | SJU offers a high quality liberal arts experience to students from the United States and around the world;
- SXC and CSB | SJU desire to work together to operate a semester-long program every spring for CSB | SJU students in Calcutta (the "Semester Program"), and a summer program or autumn programme for SXC students in Minnesota (the "Short Term Program").
- SXC and CSB | SJU desire to put together their best efforts toward a full semester exchange with CSB | SJU students in Calcutta and SXC students in Minnesota

In consideration of the foregoing recitals, the two parties to this Agreement hereby agree to the following:

1. For the Purpose of supporting the Semester Program, SXC agrees to do the following:
 - a. Administrate, in Calcutta, an academic program of the highest quality through a multidisciplinary curriculum that offers CSBSJU students who will spend the spring semester at SXC the opportunity to understand the complex natures of the natural environment, society, politics, culture and economics of India.
 - i. Courses will be provided in the subjects of Indian History & Society (4 credits); Introductory Bengali Language (2 credits); A theoretical introductory to the social services structures in India to aid students in their understanding of their SXC experiential learning.
 - ii. In addition to providing the academic facilities and faculty to teach the above courses, SXC will facilitate enrollment of participating students in at least one regular course taught by SXC. Typical subjects may include, but not limited to; Environmental Studies, Mass Communication, Commerce, Sociology, Political Science, History. To aid in this process, SXC will provide a listing of the current courses being taught through SXC's faculties and courses as soon as possible. Incoming faculty directors and Office for Education

Abroad will work with SXC to identify subjects that will be appropriate for our students.

iii. SXC will provide classroom facilities for occasional lectures on Indian fine arts (song, music, dance, painting, sculpture, etc.) to be arranged by the faculty director.

Occasional Lectures

SAB Seminar ←

iv. Finally, the CSB|SJU faculty director will offer a course to the students for which SXC will provide classroom facilities.

b. Provide the participating students with the respective materials and support for the courses that relate to the program, adequate classrooms, access to computers and any other resources requisite to the operation of the program.

c. Work in cooperation with CSB|SJU in the preparation of the curricula, including course preparations, readings, texts and any other specifics.

d. Provide and supervise a program of companion students from SXC to associate with the students of the program, practice language and ease their understanding and practical contact with Indian culture.

Bengali

e. Help and advise the students in the best way possible upon their arrival to India.

f. Communicate with CSB|SJU through the Faculty Director any significant issues related to the health, welfare, behavior or academic performance of any student participant.

g. Provide faculty lounge space and computer access for the faculty director and/or companion from CSB|SJU.

✓ h. Provide CSB|SJU with an annual budget for the program by September 1 of each year.

i. Provide a letter of acceptance or any other required documents to obtain the necessary student visas.

j. Provide a grade evaluation of the overall program and Faculty Director following the conclusion of the semester.

k. CSB|SJU prohibits discrimination on the basis of race, color, creed, religion, gender, national origin, age, disability, marital status, sexual orientation or preference, status with respect to public assistance, and any other characteristic protected by law. SXC affirms that, as related to CSB|SJU students, it also will prohibit any and all discrimination on the basis of these protected classes while the student is participating in a SXC program.

2. For the Purpose of supporting the Semester Program, CSB|SJU agrees to do the following:

a. Collaborate with SXC to further develop a curriculum of the highest quality, specifically through the development of courses and texts for the academic programs.

b. Provide SXC with the information necessary to adapt the program to the needs of the students.

✓ SA 375 classes

- c. Select and enroll qualified and appropriate students into the program.
- d. Evaluate the academic aptitude and eligibility of the students and notify the students of their acceptance into the program.
- e. Once CSB/SJU has enrolled the student participants for the following year's program, it shall notify SXC the names of each participant and the total number of students (such number shall not exceed 15 students without the prior written approval of SXC).
- f. Take charge of the administrative costs of program planning and promotion, recruitment and selection of the students, and other activities required in the United States for the efficient operation of the program.
- g. Collect from the students the tuition and fees payment due for the program and pay to SXC the amount designated under this Agreement by depositing said amount into the bank account of SXC.
- h. Provide orientation and support materials to the students, as well as the Faculty Director, before their departure from the United States.
- i. Insure round-trip airfare for the trips between the United States and India have been secured by each student to meet the appropriate dates for the program.
- j. CSB/SJU shall pay for all academic program and cultural excursions within India during the course of the Semester Program and will coordinate the timing of such excursions with SXC.
- k. Coordinate the placement of students in appropriate housing units within Calcutta.
- l. Coordinate with SXC to obtain Student Visas or any other travel document which may be required.
- m. Verify that every student participant and any visiting faculty or staff have medical insurance effectively valid in India before they depart from the United States. SXC shall not be held responsible for any medical charge or responsibility beyond the natural care and support to the students that arises from the general clauses of this agreement

Short-Term Section

3. For the purpose of supporting the Short-Term Program, CSB|SJU agrees to do the following:

- a. Develop an academic program of the highest quality which seeks to educate student participants in areas related to their major fields of study and other areas of interest to the student participants.
- b. Provide appropriate housing for all student participants on the CSB campus and for SXC faculty and staff accompanying the program on or near the CSB campus.
- c. Provide three (3) meals per day to program participants while on the CSB campus. In the event the CSB Dining Center is not open, CSB|SJU shall assist program participants in providing alternative dining options. During excursions, student participants should be prepared to purchase their own meals.
- d. Provide for appropriate computer access for program participants to use while on the CSB campus.
- e. Provide local excursions during the course of the Program. The excursions will highlight the local Minnesota area including two day trips to Minneapolis and the surrounding area.
- f. Cooperate with SXC to provide all necessary documentation for program participants to obtain a visa to enter the United States and complete the program. In the event it is necessary for program participants to apply for a student visa (F-1), then SXC shall be responsible for paying the costs associated with issuing the I-20 form and any other costs associated with obtaining the visa.
- g. Provide ground transportation to and from the Minneapolis/St. Paul International Airport and the CSB campus for all participants arriving together as a group.
- h. Provide each program participant with the opportunity to spend one weekend during the program with an American family (home stay).
- i. Provide access to all clubs, sports, activities, or events which program participants may choose to participate in if they so desire.
- j. Provide SXC with a program schedule and course description by April 15 of each program year.
- k. Provide an orientation session at the beginning of the program to familiarize the program participants with the CSB and SJU campuses.

\$70

4. For the purpose of supporting the Short-Term Program, SXC agrees to do the following:

- a. Coordinate the application and selection process for the program and identify the student participants.

- b. Provide CSB|SJU with a program list of all participants by August 1st for the October program and February 1st for the May/June program of each program year.
- c. Provide appropriate orientation to properly prepare students for the program at CSB|SJU.
- d. Appoint a faculty or staff member from SXC to accompany the program to CSB|SJU and to assist in the delivery of the program on-site.
- e. Provide program participants with air tickets to/from India and Minneapolis/St. Paul International Airport.
- f. Coordinate with CSB|SJU to facilitate the obtaining of US visas or any other required travel document.

BOTH SIGNING PARTIES AGREE TO JOINTLY UNDERTAKE THE FOLLOWING:

1. To agree annually to the cost and budgeting, curricular and non curricular activities of the programs. Before March 1 of each program year, CSB|SJU shall notify SXC as to the estimated per student cost (assuming 15 students) for administering the Short-Term Program.
2. In case of an unforeseen event such as a natural disaster or rioting, if either party is impeded in providing the services herein referred to, it shall provide equivalent services, with the previous approval of the other party, or shall refund to the other party, on a pro rata basis, the funds assigned to the provision of services to the students of the program.
3. If a student from SXC or CSB|SJU has to withdraw from the program before or after the start of the experience due to a medical concern or other unforeseeable event, either party will do its best to refund the most money possible.
4. In the case that a student wishes voluntarily to abandon or retire from the Semester Program or the Short-Term program after it has started due to no cause attributable to SXC or CSB|SJU, as the case may be, then no reimbursement will be provided to the abandoning student.
5. Credit completion certificates to be given to the participants.
6. Further, both parties will ensure that the students participants give an undertaking to abide by the rules and regulations of the host institution and conform to local cultural practices.
7. Both signing parties should be responsible for and agree to hold the other harmless from the negligence of personnel in their service and/or under their control in the application of this agreement.
8. Both signatory parties will abide with all the laws, regulations and non-discrimination practices in use in the Federal and State Law of the United States as well as of India. The law and jurisdictional system of the country where the problem arises shall be used for the resolution of any specific problem occurring between SXC and CSB|SJU.
9. In case of any disagreement, both parties will seek, in common and cooperative ways, to find the best solution to the situation.
10. SXC and CSB|SJU shall continue to review and evaluate the cooperative processes on an ongoing basis to check and certify that all the objectives of the programs have been met and will make changes and improvements as necessary.
11. This contract will not have an ending date unless one of the parties decides to conclude it at the end of an academic year. To do so, the party will have to notify the other signing party with at least six months of the anticipated termination date.

This Agreement is signed and executed by the following on behalf of the parties hereto:



Fr. Felix Raj, SJ
Principal
Saint Xavier's College, Calcutta

Date: October 27, 2011



Rita Knuesel
Provost
College of Saint Benedict |
Saint John's University

Date: 10-27-11