



中國石油大學 (华东)
CHINA UNIVERSITY OF PETROLEUM

大学生赴国外研修交流
UPC Students Studying Abroad

**协
议
书**
(AGREEMENT)

中国石油大学 (华东)

二〇一八年四月印制 (April, 2018)

Party A: China University of Petroleum (East China)

Address: No. 66, West Changjiang Road, Huangdao District, Qingdao, China, 266580

UPC Agent: Prof. Huang Fang, Director of Office of International Affairs Office, UPC

Party B: Name: _____ Student ID: _____

College: _____

Major: _____ Grade: _____

ID No.: _____ Contact MP: _____

Home Address: _____ Zipcode: _____

According to the spirit of the document "Administrative Measures for the Studying Abroad of University Students of China University of Petroleum (East China)" (ZhongshiDa Dongfa [2015] No. 16), on the basis of equality and voluntariness, both parties reach the following agreement regarding studying abroad and exchanges with the support of Party A:

1. In order to better implement the school's international development strategy and accelerate the construction of a high-level research university, Party A accepts the application of Party B and agrees to recommend and send Party B to _____ (country) to study and exchange _____ (study unit), the period is _____ months (From the _____ date of the _____ year to the _____ date of the _____ month of the _____ year, counting from the date of Party B's going abroad).

Party B voluntarily participates in the study abroad and exchange program organized by Party A, and accepts Party A's dispatch and management.

2. Party A's rights and obligations:

1). According to the provisions of the "Administrative Measures for the Study Abroad of University Students of China University of Petroleum (East China)", Party A will finalize the qualifications for Party B, give Party B the necessary guidance for studying abroad, and provide Party B with consulting and services for studying abroad;

2). Office of International Affairs Office of Party A is responsible for formulating the relevant policies and plans for overseas study abroad, establishing an inter-school exchange platform, and releasing the relevant information and application requirements for overseas study and exchange programs to Party B;

3). Party A's Academic Affairs Office and Graduate School are respectively responsible for the selection, admission and qualification review of students of various overseas study and exchange programs, stipulate the time limit and content of Party B's overseas study and exchange, and guide Party B to handle the credit recognition and course offset during the overseas study and exchange;

4). Schools (departments) of Party A designate contact teachers for Party B's overseas study and exchange programs, keep in touch with Party B, and learn about their learning and other relevant situations;

5). Party A is responsible for providing Party B's materials required by foreign collaborative university or unit, and instructing Party B to go through the procedures for going abroad;

6). Urge Party B to actively maintain contact with the Chinese embassy or consulate in that country during training exchanges abroad, and seek help from them in case of special problems and difficulties in order to protect their legitimate rights and interests through diplomatic channels.

3. The rights and obligations of Party B:

1). Party B voluntarily participates in the study abroad exchange program, submits to Party A's management, and actively cooperates with Party A to do well in the study abroad exchange work;

2). Party B should take the initiative to understand the situation of Party A's overseas study and exchange programs, independently learn about the learning and living conditions of the units studying abroad, and make the necessary spiritual and material preparations for the study and exchange abroad;

3). Party B shall provide Party A with the materials required for the program application in a timely manner and ensure the authenticity and legality of the materials;

4). Party B shall, under the guidance of Party A, go through the formalities such

as course offset and credit recognition involved in overseas study and exchange;

5). During the studying abroad, Party B shall keep in touch with the relevant supervisors, persons in charge of the school/college, the relevant functional departments and regularly report on the situation of learning, research and life;

6). Party B undertakes to purchase relevant compulsory insurance according to the laws of the host country or the regulations of the overseas study unit, and to purchase medical insurance, accidental injury, property and other commercial insurance according to its own situation, all insurance costs shall be borne by yourself. Party B is willing to take responsibility for its personal and property safety while abroad, and bear responsibility for any damage caused by its actions to third parties;

7). Party B agrees to bear the corresponding costs in accordance with the provisions of the study abroad exchange program, and is willing to bear the related expenses such as school tuition and fees during the study abroad exchange according to the program's charging standards. Party B's subsidies, scholarships or financial aids for overseas study units will be independently controlled by Party B;

8). Party B agrees to Party A's initiative to obtain and maintain contact with our country's embassies and consulates during their study abroad exchanges;

9). While abroad, Party B promises to abide by China's relevant laws and regulations on exchange personnel abroad, abide by the laws and regulations of the host country and the regulations of study abroad units, and guarantee the implementation of the provisions of this agreement. Party B shall bear all legal consequences of civil or criminal due to Party B's illegal or improper conduct;

10. Party B promises to carry out training exchanges with overseas study units in accordance with the time limit and content specified in the overseas exchange program. After completing the study, Party B will return to school on time, otherwise Party B will be responsible for the result. Without the permission of Party A, it is not allowed to suspend or change the content and duration of the exchange. If it needs to be changed under special circumstances, Party B promises to go through the procedures according to Party A's regulations;

11. Within one month of returning to school at the end of the training exchange

period, Party B must submit a written study summary/ report to Party A, and exchange experience within the students.

4. Scope of this agreement: All full-time undergraduates and postgraduates who go abroad to study for a degree through national government programs or school programs, participate in joint education, curriculum study, graduation design, professional internship exchanges, and cultural exchange programs.

5. "Student Statement" and "Relatives Statement" are attached to this agreement, and are considered as an integral part of this agreement and have the same legal effect as this agreement.

6. Disputes arising from or related to this agreement shall be resolved through friendly consultations between the two parties. If the negotiation fails, the Shandong Provincial Arbitration Commission shall be referred for arbitration.

7. This agreement is made in two copies, each party holds one copy, which has the same effect. The Student Work Department of the Party Committee/Graduate Work Department of the Party Committee and the relevant college (department) where they belong can be copied and archived.

8. This agreement shall take effect from the date of signing by both parties.

Party A's authorized agent (signature):

Party B (signature):

Date:

Date: