

**AGREEMENT OF COOPERATION
BETWEEN THE
UNIVERSIDADE FEDERAL DA BAHIA, SALVADOR, BAHIA, BRASIL,
FOR THE
ESCOLA DE MÚSICA DA UNIVERSIDADE FEDERAL DA BAHIA
AND THE
ROYAL ACADEMY OF MUSIC, AARHUS/AALBORG, DENMARK**

The Universidade Federal da Bahia, hereinafter known as UFBA, represented, in this act, by the Rector, Professor João Carlos Salles Pires da Silva, and the Royal Academy of Music Aarhus/Aalborg, hereinafter known as RAMA, represented, in this act, by the Head of International Relations, Professor Keld Hosbond, do sign this Cultural, Educational, and Scientific Agreement of Cooperation, subject to the following clauses and conditions:

**CHAPTER I
THE SCOPE OF THE COOPERATION**

ARTICLE 1:

The objective of this Agreement is to promote and regulate academic exchange between the UFBA and the RAMA, comprising the teaching staff (professors and researchers) and students (at the undergraduate and postgraduate levels); hereafter referred to as participants of the Agreement.

**CHAPTER II
THE AREAS OF COOPERATION**

ARTICLE 2:

The following activities shall be promoted as priority items:

- a) Exchange of students at undergraduate and post-graduate levels;
- b) Exchange of academic staff;
- c) Collaboration between lecturers and researchers regarding the development of research;
- d) Promotion of academic events;
- e) Supervision and co-supervision of Master's dissertations and of Doctoral theses; participation in Examination Boards; and
- f) Exchange of bibliographic material.

**CHAPTER III
FINANCES**

ARTICLE 3:

The present agreement does not imply any financial obligation on the part of either of the interested parties. Projects which involve the procurement and management of financial resources will be

Y

subject to an additional Addendum Agreement between the UFBA and the RAMA. Such Addendum Agreements must detail the academic and financial responsibilities of the interested parties, and the sources of the funding of the projects.

CHAPTER IV THE METHODS OF COOPERATION

ARTICLE 4:

The conditions related to the realisation of the joint activities, as well as the utilisation of the outcomes and production thereof, shall be decided by common accord and shall merit ample internal publicity in both of the institutions.

ARTICLE 5:

For the length of this Agreement, each Institution will endeavor to send and receive at least one participant in one of the stipulated categories. Additional participants from any category will be accepted at a given academic moment under mutual consent.

CHAPTER V EXCHANGE PROFESSORS AND RESEARCHERS

ARTICLE 6:

Professors/researchers selected for the Exchange Program must be approved by the host Institution according to needs and the availability of suitable installations for the proposed period.

ARTICLE 7:

It is the intention of this Agreement that in the absence of external financial sources, exchanging professors and researchers will receive their integral salary from their Institution of origin, not losing other benefits and normal prerogatives during the period of their participation in this Exchange Program.

ARTICLE 8:

If there are available funds, UFBA and RAMA agree in providing office, academic and management assistance, library and computer services to visiting professors and researchers.

ARTICLE 9:

Exchange professors should establish mutual acceptable working hours with the host Institution before starting the exchange period. Exchange researchers should establish a mutual acceptable research program with the host Institution, before starting the exchange period.

K

CHAPTER VI STUDENT EXCHANGE

ARTICLE 10:

§1°. In the selection of participating students, the following principles should be observed:

- I. The institution of origin is in charge of selecting the participants in this Programme, being at liberty to define internally the academic-administrative criteria to be used as guidelines;
- II. When in the role of host institution, each of the institutions undertakes to respect the selection carried out by the institution of origin;
- III. The host institution reserves the right to make final adjustments to the selection in accordance with the availability of places and/or supervisors for the areas of proposed study;
- IV. Each institution shall reserve, in each academic semester, 1 place for this Programme, making up a total of 1 place annually; additional places may be negotiated, depending upon availability;
- V. Both institutions will attempt to maintain equilibrium in the number of exchange students, on a one-to-one basis. Any imbalances should be compensated for by regulating the flow of students in subsequent periods.

§2°. The following principles should guide Student Exchange:

- I. Each exchange student can apply to any undergraduate or postgraduate courses at the host institution;
- II. In order to be eligible to participate in the exchange Program, an undergraduate student must have completed the minimum workload requirement of their regular course as required for outgoing exchange students at the institution of origin. In the case of postgraduate courses, the outgoing exchange student must comply with the requirements of the relevant Postgraduate Programs Committee at the home institution;
- III. Each undergraduate exchange student can undertake a minimum of one (1) semester of study and a maximum of two (2) semesters of study at the host institution, except in the case of participation in specific research projects or scientific events of a shorter duration;
- IV. Exchange students shall be accorded the status of *Visiting Student*, and as such they are not entitled to receive a Degree or Diploma from the host institution;
- V. The credits obtained by each exchange student at the host institution shall be approved by the institution of origin, and incorporated into their Academic Record in accordance with established internal criteria;
- VI. After completion of the period of exchange, students must return to their institution of origin. Any extension of time must have the prior approval of both institutions;
- VII. Should exchange students wish to remain at the host institution after having completed the exchange period, they must follow the rules relating to candidature and selection in force at that institution, and sever their link with the institution of origin. The status of exchange student in no way facilitates their entry into the host institution as a regular student;
- VIII. All exchange students must obey the academic procedures, and rules of conduct of the host institution, being subject to the sanctions foreseen in its Regulations
- IX. It is recommended that students from the UFBA have English language proficiency at the level of B2.1. It is also recommended that exchange students from the RAMA who are not fluent in Portuguese or Spanish attend the free of charge Portuguese Language courses offered by UFBA for foreign students.

§3°. Safeguarding the observations in Paragraphs 1 and 2, both institutions undertake to:

- I. Advise future exchange students with regard to obtaining the student visa, fundamental to their participation in the Program;
- II. Welcome and mentor exchange students, granting them adequate academic programme orientation;
- III. Assist exchange students regarding lodgings, food, transport, etc.;
- IV. Guarantee the exchange student access to all facilities offered to regular students of the host institution;
- V. At the end of each study period, issue exchange students with an official Academic Transcript, listing the disciplines studied, the credit weighting, and the final grade obtained.

§4°. Concerning the costs of participation in the Programme, the following procedures are to be followed:

- I. Every exchange student will be exempt from paying tuition fees to the host institution;
- II. Payment for extension courses, extra classes, cultural events, and any other activity that is not a regular course administered at the host institution in which the student is officially enrolled is not covered by Chapter I of this agreement;
- III. Courses offered by the host institution at the request of the institution of origin will be subject to extra charges;

CHAPTER VII COSTS TO BE COVERED BY THE INDIVIDUAL EXCHANGE

ARTICLE 11:

Exchanging professors and researchers, and exchange students, shall be entirely responsible for the costs associated with the issuance of visas, international travel, lodging, international health and repatriation insurance, food, local transport, acquisition of study material, and whatever personal expenses they perceive as being desirable or necessary throughout the period of exchange.

CHAPTER VII INSTITUTIONAL REPRESENTATION

ARTICLE 12:

The administration of the activities undertaken within the terms of this agreement will be the responsibility of the International Office at the UFBA, and the Office for International Cooperation at RAMA.

CHAPTER IX THE VALIDITY OF THE AGREEMENT


ARTICLE 13:

This Agreement will be valid for five (5) years from the date of its signature, being automatically renewed for an equal period, unless written communication is received by one of the Parties up to ninety (90) days before its expiry, without impediment to the activities, programmes, or projects being carried out on that occasion.

/

ARTICLE 14:

This Agreement may be canceled by either party at any time, by giving at least six (06) months written notice to the other party, with the understanding that any existing commitments related to exchange students, professors or researchers at the time of cancellation will be honored.


João Carlos Salles Pires da Silva
Rector
Universidade Federal da Bahia

Keld Hosbond
Head of International Relations
Royal Academy of Music, Aarhus/Aalborg

Date:

22 MAI 2010

Date: