EXCHANGE AGREEMENT
BETWEEN
THE UNIVERSITY OF TENNESSEE, KNOXVILLE,
THE UNITED STATES OF AMERICA,
AND
INTERNATIONAL CHRISTIAN UNIVERSITY, TOKYO, JAPAN

The University of Tennessee, Knoxville and International Christian University, hereafter referred to as UTK and ICU, respectively, believing that the educational process and international understanding will be mutually enhanced in their respective academic communities hereby agree as follows:

(1) NUMBER OF STUDENTS:
On an annual basis, each institution will nominate to the other as "Exchange Students" as many as two undergraduate students of high quality to the other. Any imbalances in a given year should be corrected during the following two years in either of the following two ways:
(a) The partner having sent the larger number of students shall reduce, or suspend, the number of sending students until the balance is restored.
(b) The partner sending the fewer students may increase the number of students it sends by mutual agreement until the balance is restored.
If there is still an imbalance after these efforts, the uncorrected imbalance may be settled as follows:
(c) The partner having sent the larger number of students, in order to continue sending students, may make a financial settlement by paying tuition fees of the host institution for the excess students, based on the number of students, at an amount agreed upon by the financial authorities of each institution.

(2) PERIOD OF ENROLLMENT:
The period of enrollment for ICU exchange students at UTK will be from August through May of the following year. The period of enrollment for UTK exchange students at ICU will be from September through June of the following year.

(3) ELIGIBILITY OF STUDENT APPLICANTS FOR THIS EXCHANGE PROGRAM:
(a) UTK STUDENTS TO ICU
   (i) UTK students must have successfully completed two years of university and be maintaining a 3.0 on a 4.0 scale or better academic average prior to applying for the exchange program.
(b) ICU STUDENTS TO UTK
   (i) ICU applicants must have achieved a minimum grade point average of "B" or 3.0 on a 4.0 scale prior to applying for the exchange program.
(ii) ICU students must meet the standard English language entry requirement for overseas non-native speakers, which is a TOEFL score of 213(CBT)/79(iBT).

(c) Both UTK and ICU applicants must show evidence of:

(i) A sincere motivation and preparation for the academic program(s) available at the receiving institution.

(ii) The capacity to adjust to cross-cultural experiences.

(4) SELECTION AND SCREENING BY THE RECEIVING UNIVERSITY:

(a) The receiving institution reserves the right to determine the final admission eligibility of each student nominated.

(b) The deadline for receipt of application and required documents by the receiving institution is April 1 for ICU students who apply to UTK, and March 15 for UTK students who apply to ICU.

(c) A complete set of application papers will normally consist of:

(i) Receiving institution application;

(ii) Official copy of applicant's academic transcript;

(iii) Letters of recommendation by one faculty member of the sending university who is acquainted with the applicant, and one by the official of the sending university who is in charge of its exchange programs;

(iv) Health clearance;

(v) In the case of an applicant for whom a waiver of the eligibility requirement is requested, a statement by the official of the sending university's exchange program explaining the reason the waiver is required justifying the request.

(d) The complete applications of substitute or alternate nominees must reach the receiving institution at the same time as those of the regular nominees.

(e) The status of students nominated by UTK and admitted by ICU will be that of "One-Year Regular"; the status of students nominated by ICU and admitted by UTK will be that of Exchange Student;

(f) The receiving institution will insofar as possible inform the sending institution by May 1 concerning the admission decision in respect to its applicant(s).

(g) All student participants must have a valid student visa for the country in which they will study for the duration of their stay. Students may not stay beyond the expiration of their student visa.

(5) RESPONSIBILITIES OF RECEIVING INSTITUTION AFTER ADMISSION OF STUDENTS:

(a) The receiving institution will provide such students with formal letter of admission and other documents as may be required for establishing their student status for visa and other purposes.
(b) The receiving institution will assign admitted students to the appropriate school, department or division or faculty, and to appropriate academic advisors.

(c) To the extent that their language competence allows, exchange students will be permitted the same freedom of choice in course selection as regularly enrolled students at the receiving institution.

(d) All student services and facilities of the receiving institution will be made available to exchange students.

(e) After the exchange student's completion of the year of study, the receiving institution will send the academic transcript of his/her work to the appropriate office of the sending institution.

(6) HOUSING:

(a) Exchange students will receive assistance from the appropriate office of each institution to find an accommodation for the duration of their study period.

(b) The receiving institution will assist the students to settle readily into life in the host environment.

(7) COSTS:

(a) Academic fees

(i) Students admitted by the receiving institution will pay the normal academic fees to their home institution.

(ii) The receiving institution will waive all academic fees normally required of non-degree students.

(b) Round-trip international travel, all board and room costs, and all personal costs (books, travel in the receiving country, clothing, etc.) in the host country will be the personal responsibility of each student.

(c) Exchange students must purchase the Medical/Health/Dental/Liability Insurance required by the receiving institution. Whatever medical/health costs may not be covered by their insurance must be paid by the students.

(d) Students shall also be held responsible for whatever mandatory user fees that may be imposed by the host institution.

(8) OTHER:

(a) CONDUCT OF EXCHANGE STUDENTS:

(i) Exchange students will be expected to abide by the laws and customs of the host country and by the policies and regulations of the receiving institution.

(ii) Exchange students who fail to maintain satisfactory academic performance and/or who violate the rules and regulations of the receiving institution may be subject to dismissal from the exchange. Every effort will be exercised to consult with appropriate officials of the sending institution prior to any sanction or disciplinary
(iii) Exchange students are expected to return to their home institution to complete whatever degree requirements remain at their home institution. As a general rule, exchange students shall not be admitted as degree candidates at the host institution prior to completion of their degree from the sending institution.

(b) EXCHANGE STUDENT WITHDRAWALS PRIOR TO THE END OF THE ACADEMIC YEAR:
Exchange students cannot withdraw from the program without permission from the home institution. The home institution should officially notify the host institution of the student's withdrawal if it is approved.

(c) ORIENTATION OF EXCHANGE STUDENTS:
(i) The sending institution will provide a "pre-departure" orientation for its students approved as "nominees", which will include the distribution of, at least, a summary of this agreement.
(ii) The receiving institution will also provide post-arrival orientation for admitted students.
(iii) Each year the two institutions will exchange the most up-to-date information for students from abroad who are applying for admission to the other institution the following year.

(9) OTHER FORMS OF EXCHANGE:
Both institutions will be open to consider the possibilities of faculty/staff exchanges, of research students exchanges, and the exchange of publications, provided that no additional funding would be required.

DURATION:
This agreement will be effective upon signature by the Chief Executive Officers or their delegates for a period of five years, at which time it will be reviewed for possible renewal for further five-year periods.

(11) AMENDMENTS:
This agreement may be amended at any time by written mutual consent through an exchange of letters.

The liaison for this agreement at UTK will be the Director of the Center for International Education, and at ICU the Dean of International Affairs.
THE UNIVERSITY OF TENNESSEE,
KNOXVILLE

By:  
(Signature)
Loren W. Crabtree
Chancellor

Date:  1/3/2008

INTERNATIONAL
CHRISTIAN UNIVERSITY

By:  
(Signature)
Nobuhiro Suzuki
President

Date:  December 12, 2007