



**General Agreement For
Interinstitutional Cooperation**

between

Universidad de Quintana Roo

Chetumal, México

and

Mount Royal College

Calgary, Canada



*Recibi 2 Originales
del presente convenio*

A handwritten signature in black ink, appearing to be a stylized name.

DECLARATIONS

MOUNT ROYAL DECLARES:

I.- Mount Royal College is a co-educational, non-denominational, publicly supported, post-secondary institution. The College operates under the Colleges Act of the Province of Alberta. Mount Royal College offers undergraduate degrees, diplomas and certificates, as well as university transfer programs and English as a Second Language training. Mount Royal College also offers academic and career upgrading through the Faculty of Continuing Education and houses an internationally recognized Conservatory of Music.

II. That Thomas L. Wood is the president of Mount Royal College and has been granted the powers to sign this agreement according to the institution's organic law.

III. That the legal address for the purpose of this agreement is 4825 Richard Road, SW, Calgary, Alberta, Canada T3E 6K6.

UNIVERSIDAD DE QUINTANA ROO DECLARES:

I.- That it is a decentralized public organism, with its own jurisdictional character and capacity to acquire and administer property. Its objectives are oriented to teaching, research, culture diffusion and university extension in accordance with the Organic Law which was approved and published on the Government state official journal on September 14 of 1994.

II.-That Lic. Efraín Villanueva Arcos is the Rector of the Universidad de Quintana Roo has been granted the powers to sign this agreement according to the Institutions Organic Law.

III.-That the legal address for the purpose of this agreement shall be Boulevard Bahía s/n con Ignacio Comonfort, C.P. 77010. Chetumal, Quintana Roo, México.

In order to provide international education cooperation and educational exchange, Universidad de Quintana Roo and Mount Royal College desire to establish a cooperative agreement in accordance with the terms and conditions set forth herein.

1.0 Identified general activity areas of mutual interest and concern may include but are not limited to the following:

- student exchange programmes
- faculty/staff exchange programmes
- cultural exchange programmes
- "visiting scholars"
- cooperative/collaborative research projects
- cooperative degree programmes
- short-term training programmes/projects
- cooperative and exchange lectures, conferences and seminars.



- 2.0 Both Institutions realize that in general, the language of instruction of Universidad de Quintana Roo is Spanish and at Mount Royal College the language of instruction is English.
- 3.0 In collaboration with the sending academic department, the International Education office will be responsible for the coordination of the implementation of the exchange. The institutional representatives responsible for annually reviewing this agreement will be the Director, of International Programs at Mount Royal College and the Director of Academic Exchange Programs at Universidad de Quintana Roo or their designees.
- 4.0 Each specific program or project will require a separate agreement between both universities that will include objectives, manner of execution, financial obligations, term of validity, and administrative responsibility of each institution. Specific project coordinators will be assigned by each institution for each project.
- 5.0 In particular, faculty/staff exchanges will be promoted under the following guidelines:
 - 5.1 The faculty/staff of an institution under the terms of the General Agreement for Institutional Cooperation may participate in a variety of activities at the other institution.
 - 5.2 Such activities may include faculty exchange for instructional and/or research activities for short term or extended periods of time; conducting conferences, seminars and/or lecture series; providing professional expertise as consultants on special projects within the institutions; short-term exchange for visits for observation purposes including exploration of further development activities between the two institutions; developing activities with the areas of business, industry and education in the community in which the institutions are located. Other activities as may be identified during the term of the General Agreement for Institutional Cooperation.
 - 5.3 In general, faculty exchange activities are also implemented through a request/review/approval process involving the two institutions.
- 6.0 In particular, student exchanges will be promoted under the following guidelines:
 - 6.1 On an annual basis, a small number of undergraduate students (generally, up to two) from the Universidad de Quintana Roo may take undergraduate courses at Mount Royal College, and an equal number of undergraduate students from Mount Royal College may take undergraduate courses at Universidad de Quintana Roo. Each institution agrees that credits successfully earned at the host institution will be fully transferable to the home institution, provided these are applicable to student's program of studies at the home institution.



- 6.2 Exchange students will be permitted to enrol in courses offered by the host program/institution for which they are qualified, subject to requirements imposed by their program, the host program and space availability.
- 6.3 Following the term of exchange, the host institution will send a formal report to the home institution regarding the course of study and performance of each exchange student. Grading will be applied according to the system used by each host institution. The grade conversion from one system to the other will be determined by the exchange student's home institution.
- 6.4 Representatives of each institution will exchange regularly their respective academic calendars and other information relative to registration in courses and attending the host institution for the term of exchange. In addition, the host institution will provide exchange students with all the necessary pre-registration materials, including a schedule of classes and course descriptions as available, to allow course selections and pre-registration before leaving their home institution.
- 6.5 Under this agreement, the enrolment of students at the host institution is limited to two semester terms.
- 6.6 The home institution will be responsible for screening and selecting students for this program and for ascertaining that each participating student is academically qualified and is proficient in the language of instruction at the host institution in order to benefit from a course of study at the host institution. Each institution reserves the right to require candidates to complete the admission documents required by each institution.
- 6.7 The home institution will provide the host institution with the names of the participating exchange students, their academic qualifications and their selection of courses prior to their enrolment at the host institution. Each institution reserves the right to accept or reject for admission to the institution each candidate on the basis of regular academic selection criteria.
- 6.8 The host institution will attempt to secure housing for students who desire such accommodations, but in no event is either institution obligated to provide housing for any exchange student.
- 6.9 Selected exchange students will pay all customary tuition and registration fees to their home institution while participating in the exchange program.
- 6.10 Exchange students are fully responsible for the following expenses during their attendance at the host institution: books and other necessary course material fees, housing, meals, transportation (round trip and local ground), personal and medical expenses.
- 6.11 Participating exchange students will be required to carry adequate health insurance and to provide proof to the host institution that their insurance will cover the cost of health care during the period of exchange prior to starting classes.




- 6.12 Each exchange student shall be responsible for obtaining a visa and related travel documents necessary to pursue studies at the host institution. Both institutions will assist as necessary in satisfying host site visa requirements and other necessary formalities for the visiting students.
- 6.13 In the event an exchange student withdraws for any reason from the program of study prior to completion of same at a host institution, the withdrawal and refund policies of that student's home institution shall apply.
- 6.14 Students participating in the exchange program will receive the credential (degree or diploma/certificate) from their home institution.
- 6.15 For this type of limited student exchange, no monetary consideration will be exchanged between the institutions who are parties hereto.
- 7.0 Any matter not clarified in this General Agreement for Institutional Cooperation will be resolved by mutual agreement of the participating institutions.
- 8.0 This agreement shall in the first instance be valid and binding for a term of three (3) years, beginning on the day of signature and shall be automatically extended with the approval of both parties. Should either party wish to terminate the agreement, they must notify the other party in writing six (6) months prior to the date of termination.

Signed by:

UNIVERSIDAD DE QUINTANA ROO


Efraín Villanueva Arcos
Rector

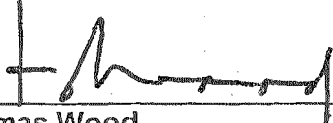
Date Agosto 6, 2002.


Harald Albrecht Arellano
Director of Academic Exchange
Programs

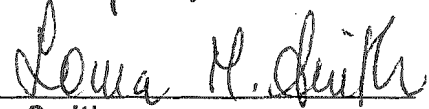
Date AGOSTO 5, 2002.

Signed by:

MOUNT ROYAL COLLEGE


Thomas Wood
President

Date July 23, 2002


Lorna Smith
Director International Programs

Date July 26, 2002

