Bilateral student and staff exchange agreement  
Academic years 2011-2014

between  
Université catholique de Louvain (UCL), Faculty of Architecture, Architectural Engineering, Urbanism (LOCi)

departmental academic coordinator  
Martin Buysse, Vice Dean of International Relations, Christine Fontaine, Academic Coordinator
David Vanderburgh, Academic Coordinator

Faculty of Architecture, Architectural Engineering, and Urbanism (LOCi)
Place des Sciences, 1, B-1348 Louvain-la-Neuve, Belgium, international.loci@uclouvain.be

and  
Université de Montréal, École d'architecture

Georges Adamczyk

together the “Parties”.

The above Parties agree to set up a student and staff exchange programme according to the principles and conditions below. The present bilateral agreement will be valid during the academic years 2011-2014 unless either side terminates the agreement in writing at the latest by October 1st for activities taking place during the following (n+1) academic year.

Student mobility

<table>
<thead>
<tr>
<th>Subject area</th>
<th>Level</th>
<th>Country</th>
<th>Total number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Architecture, urbanism</td>
<td>Bachelor</td>
<td>Master</td>
<td>Doctoral</td>
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<tr>
<td>architectural engineering</td>
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Basic principles

1. The exchange covers at least three months and up to one academic year. During this period the student is required to attend a number of courses and seminars corresponding to the normal workload at the host institution.

2. Prior to the departure to the host institution, a Learning Agreement is drawn up for each individual student. Upon the basis of the courses available in the host department, this agreement sets out the details of the study programme, including the credits to be achieved. It is signed by the student and the academic coordinator both in the home and host institution.

3. Any changes to the Learning Agreement are agreed in writing as soon as they occur.

4. The student is assessed by the host institution, who will deliver to the academic coordinator of the home institution a Transcript of Records, listing the credits and grades achieved.

5. In accordance with the Learning Agreement, the home institution will give full academic recognition for the credits achieved in the host institution.

Other conditions

6. Registration fees in the host institution are waived for the student taking part in the exchange programme, provided he/she is enrolled at the home institution. Students enrolling at the host institution towards a degree fall outside of the scope of the present agreement, and shall be subject to all regular registration fees.

7. Selection of exchange students is carried out by the home institution on the basis of criteria established jointly by the academic coordinators of the present agreement. The host institution does the final selection.

8. Apart from the registration fee at the host institution, all other costs will be borne by the student, including travelling expenses, living costs and health insurance.

9. All exchange students must have adequate health insurance coverage. They may be required to produce a letter from their insurance company certifying this when registering at the host institution.

10. Each individual student is responsible for obtaining his/her visa in time. The host institution will provide him/her with the appropriate documents.

Staff exchange

11. Both institutions agree to promote the exchange of teachers and researchers, in particular for short term teaching assignments.

<table>
<thead>
<tr>
<th>Université catholique de Louvain</th>
<th>UNIVERSITÉ DE MONTRÉAL</th>
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<tbody>
<tr>
<td>(Name and status of the official representative)</td>
<td>(Name and status of the official representative)</td>
</tr>
<tr>
<td>Prof. Bruno DELVAUX, Recteur</td>
<td>Prof. GUY BRETON, Recteur</td>
</tr>
<tr>
<td>Signature*: on behalf of the Rector,</td>
<td>Signature: on behalf of the Rector</td>
</tr>
<tr>
<td>Prof. A. DE HERDE</td>
<td>Prof. ANNE CORMIER</td>
</tr>
<tr>
<td>Date: 14.03.2011</td>
<td>Date: 14 MARS 2011</td>
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</tbody>
</table>

* At UCL, bilateral student exchange agreements will be signed by the Dean. To be valid during the next academic year, they are to be registered at the International Office at the latest by November 30th of the preceding academic year.