



UNIVERSIDAD  
DE MÁLAGA



## MEMORANDUM OF AGREEMENT

BETWEEN

UNIVERSIDAD DE MÁLAGA

AND

UZBEKISTAN STATE WORLD LANGUAGES UNIVERSITY

This cooperative agreement on the Language Assistant Program is made by and between **University of Malaga** (Malaga, Spain) and **Uzbekistan State World Languages University** (Tashkent, Uzbekistan) (hereinafter jointly referred to in the singular as "Party," "Home University and Host University"; and in the plural as "the Parties").

RECOGNIZING that the Parties believe that the educative process at their respective institutions will be enhanced, and mutual understanding between their respective students increased, by the establishment of a Language Assistant Program between the University of Malaga (herein Home University) and Uzbekistan State World Languages University. Uzbekistan State World Languages University (herein Host University]

DESIRING THEREFORE to enter into a bilateral agreement which will take account of the Parties' beliefs.

AGREEING HEREBY AS FOLLOWS:

### 1. GENERAL CONDITIONS

- a. During each academic year of the term of this agreement, the Language Assistant Program will involve up to **4** undergraduate students from University of Malaga outbound to Uzbekistan State World Languages University for a duration of four (4.5) months.
- b. Participating students in the Language Assistant Program will be selected by their Home University, the method of selection to be determined by each Party hereto applying the following criteria in a general way:
  - i) Academic excellence in Home University; and
  - ii) Evaluation of the students' reasons for wishing to pursue the course of study made available through the Language Assistant Program.
  - iii) Students shall be expected to meet the language proficiency requirement as outlined by the Host Institution.



2. NOMINATION OF STUDENTS will be accompanied by:

- a. The appropriate application form for the Host University;
- b. An official transcript from their Home University;
- c. An academic Program to be undertaken by the student at the Host University, approved by their Home University as provided in article 4;
- d. A birth certificate or other proof of citizenship (a photocopy of the face page of the student's passport is acceptable);
- e. The Host University will send a letter of permission to register to the participating students, with copy to the representative appointed at the Home University;
- f. Students must have a valid 4 year study work permit or student status in the host university to participate in the Language Assistant Program;
- g. The application deadline at the Host Institution is September 01 in each calendar year for the Fall intake; February 01 for the Winter intake;

3. ADMINISTRATION OF THE LANGUAGE ASSISTANT PROGRAM

- a. Each Party shall appoint a member of its staff to serve as the representative of the university in its contacts with the other university. The representatives will co-operate, as appropriate, with the Registrar and members of the academic staff in facilitating the exchange process. The representatives will be the first point of contact in an emergency or a matter of discipline relating to a student.
- b. Notices under this agreement will be sent to the primary contacts of each Party as outlined in the Appendix A to this agreement.
- c. Each Party agrees to provide calendars containing a list of core courses available for the whole year in their language of instruction. Course calendars can be posted on the website of the respective universities, failing which they must be sent by mail.
- d. The Parties agree to work together toward the integration of international students into Spanish/English student life.

4. PLACEMENT PROGRAM

- a. Each teaching assistant in the Language Assistant Program shall conduct an academic program which is developed in consultation with his/her Home University, and which is not in conflict with the regulations of the Host University.  
Each teaching assistant will have tutorials for the Spanish classes and will undertake seminar-trainings (for teachers and students) and will have all the rights and privileges enjoyed by other teaching assistants on that campus but remain subject to the regulations of their Home University as well as the Host University. Students participating in the Language Assistant Program shall be subject to the rules, regulations and discipline of the Host University in which they are enrolled. The Host University will provide official academic transcripts to students' Home University, as soon as possible after the end of the student's stay at the Host University.
- b. Each student in the Language Assistant Program will be registered in a Maintenance of Candidacy course. This will ensure students maintain student status on campus and meet all immigration requirements.





- c. The hours assigned to each teaching assistant in the Language Assistant Program will be 8 hours per week, between September 01 and December 30.
- d. Involuntary terminations include poor performance, including failing to meet objective and low or non-attendance, and serious or wilful misconduct, including fraud, theft and
- e. harassment in the workplace. The Parties can exercise the right to terminate a student from the Language Assistant Program under such circumstances.

#### 5. ACCOMMODATION

The Host University agree to provide on-campus residential accommodation as part of the benefits of the program or other suitable University or College-approved accommodation is available. The cost for such housing shall be paid by the host university.

#### 6. FINANCIAL CONTRIBUTION

- a. For each student in the Language Assistant Program, the University of Malaga will provide a grant for the student's international travel expenditures, as provided in the Language Assistant Program Call.

#### 7. LANGUAGE REQUIREMENTS

Students are required to meet the English proficiency requirement B2 in order to participate in the Language Assistant Program.

#### 8. STUDENT RESPONSIBILITIES

- a. Each student selected shall satisfy the Home University that s/he has obtained all necessary documents (visa, study permit if needed, etc.) required by the host country and the Host University for their stay and that s/he has adequate funds for transportation to and from the Host University and for subsistence during the period of enrolment at the Host University under the terms of this agreement.
- b. Students participating in the Language Assistant Program shall, before departure, pay all statutory costs normally required as if they were to continue studying at their Home University. These costs include tuition fees, tax and compulsory student association fees if applicable.
- c. Students participating under this agreement shall be responsible for the cost of their travel from home to the Host University, and return, and shall be fully responsible for all costs associated with their subsistence while in the host country under the terms of this agreement.



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- d. Students must subscribe to the Home and Host University health insurance plan, if required, and an international travel insurance plan to cover personal accident, medical expenses and repatriation of remains.
- e. It is the responsibility of the students to ensure that there is no outstanding balance in their account at the Host University. Any outstanding balance could result in a delay of sending official summary/transcript to the Home University.

#### 9. GOVERNING LANGUAGE

This agreement is written in English. All reports and other documents required, or which may be required by this agreement must be written in English.

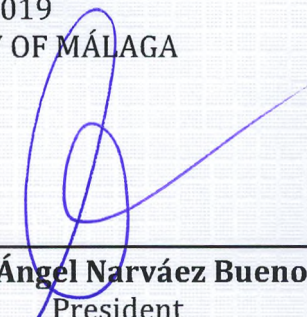
#### 10. DURATION OF THE AGREEMENT

- a. This agreement is valid for a period of four years from the date of signing. Thereafter, it will be extended for a maximum period of four years if expressed by both parties before the initial validity period ends.
- b. Any of the parties may terminate this agreement prior notice to the other in writing not later than six months before the termination date.

Notwithstanding the termination of this agreement, it is agreed that any student, who at the date of termination has been accepted to the Language Assistant Program and/or has commenced a course of teaching at the Host University, may complete that course of study under the terms of this agreement.

IN WITNESS WHEREOF the undersigned, being duly authorised by their respective universities, have signed and sealed this Agreement.

Signed in Malaga, Spain  
on the \_\_\_\_ day of  
December, 2019  
UNIVERSITY OF MÁLAGA

  
\_\_\_\_\_  
**José Ángel Narváez Bueno**  
President

**Susana Cabrera Yeto**  
Vice-President for International Affairs

Signed in Tashkent, Uzbekistan  
on the \_\_\_\_ day of  
December, 2019  
UZBEKISTAN STATE WORLD  
LANGUAGES UNIVERSITY



  
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**Ganisher Rakhimov**  
Rector