



BKF0041127

BKF/1172-B17/2016

**MEMORANDUM OF UNDERSTANDING
BETWEEN
BUDAPEST METROPOLITAN UNIVERSITY (Hungary)
AND
FORT HAYS STATE UNIVERSITY (U.S.A.)**

AGREEMENT FOR THE EXCHANGE OF STUDENTS

The Budapest Metropolitan University (BMU) and Fort Hays State University (FHSU), recognizing the value of international cooperation, hereby agree upon the following terms and conditions for the exchange of undergraduate students with an interest in Tourism and Hospitality:

1. NUMBER AND STATUS OF STUDENTS

In any one year during the term of this Agreement, up to two (2) students from each institution may be enrolled as full-time, non-degree seeking students at the other institution for a semester, or one (1) student for a full academic year. Students participating in this program will continue as candidates for degrees at their Home institution.

One student for one academic year is equivalent to two students for one academic semester. Upon completion of the semester or year at the Host institution, the exchange students must return to the Home institution unless both institutions have approved an extension of their stay.

2. SELECTION OF PARTICIPANTS

This exchange program is open to undergraduate students who have completed at least one year of study. Participating students will be selected by the Home institution generally on the basis of academic merit. It is understood that the Host institution reserves the right to make a final decision on the acceptance of students nominated for the exchange program. In case a candidate should be rejected by the Host institution for any reason, the Home institution may nominate alternative candidates on condition that such alternative applications be made early enough for the Host institution to consider them fully and prepare for the student(s) admission in advance of the proposed semester or year.

Students selected for the exchange program will be required to display sufficient proficiency in the English language and according to the policies and procedures of the Host institution in order to successfully complete their course work.

3. ELEGIBLE COURSES

In addition to courses in health and wellness tourism, each participating exchange student may take courses regularly offered at the Host Institution with the exception of restricted enrolment programs. The parties recognize that courses and programs pursued by students at the Host institution pursuant to this agreement are generally of the same or similar calibre with the same or similar academic standards as those offered by the Home institution. Acceptance of transferred academic credit, however, will be determined by the Home Institution.

4. RESPONSIBILITIES

Each institution will designate an individual who is primarily responsible for coordinating the administration of the tourism exchange program. This person shall cooperate as appropriate with members of the academic staff and study abroad offices of the Host institution and his or her Home institution in the academic and general advising of students.

Participating students will enjoy the same rights and privileges of students at the Host institution and are also subject to the regulations and discipline of the Host institution and country. Each Hosting institution will provide the Home institution with adequate information on the performance of participating students.

Participating students will be also responsible for working with academic advisors and staff at the Home institution to ensure that the courses taken at the Host institution fulfil requirements towards the timely completion of their degree programs.

No later than four (4) weeks following the end of each academic semester, the Host institution will forward a record of courses work and grades received to the participating exchange student and Home institution.

All credits or academic work completed at the Host institution and transferred to the Home institution may not, at a later date, be credited to a degree or program offered by or through that Host institution. All credits earned while on exchange at the Host institution will be considered applicable to the degree program at the Home institution exclusively.

A. Responsibilities of the Host Institution:

- To supervise and monitor students' academic progress while enrolled in coursework at the Host institution.

- To communicate frequently with the Home institution regarding students' status and progress, as well as any issues including, but not limited to, satisfactory academic progress, students' wellbeing and/or disciplinary actions.
- To comply with all timely and reasonable requests for information pertaining to students' academic progress, wellbeing and/or disciplinary actions on the part of the Home institution.
- To communicate with and advise students regarding current and future coursework and to provide any assistance to students which is reasonable and customary in order to ensure academic success.

B. Responsibilities of the Home institution:

- To award credit to students upon the successful completion of coursework at the Host institution on the same terms as if the students had taken the coursework through the Home institution, and ultimately to issue a diploma to students after successful completion of the course of study.
- To disperse financial aid and monitor student eligibility, in conjunction with and upon timely updates from the Host institution regarding students' satisfactory academic progress.
- To maintain financial aid records and perform all other functions with regard to financial aid the students receive in accordance with policies and procedures of the Home institution.
- To assist students in any way necessary and appropriate in the transition between the Home and Host institution with regard to coursework.

5. TUITION

Exchange students will pay the appropriate tuition and fees to his/her Home institution and will not pay tuition or fees to the Host institution.

6. ACCOMMODATION AND FINANCE

Both institutions agree to help the receiving student(s) find appropriate accommodations. The payment of such housing, together with the payment of all travel, visa, medical insurance, and subsistence costs, shall be the responsibility of the individual student(s) participating in the program and neither institution shall be held liable for such costs.


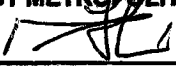
7. DURATION


This agreement shall come into force at the moment it receives the final signature and shall remain in effect for a period of two years. It will be automatically renewed for the same period unless one of the

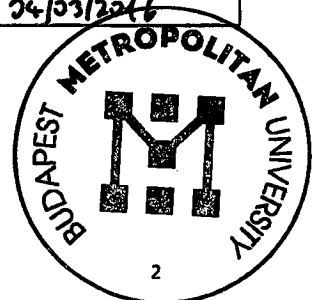
parties renounces it, in which case the other party shall be notified in writing at least three months prior to the expiration of the agreement.

Notwithstanding the aforementioned, the resolution of this Framework Agreement will not affect the development of specific Agreements, which have already been executed. Those specific Agreements will be in force until their complete termination.

In the widest possible sense of collaboration and in witness of their approval, the undersigned extend this Framework Agreement, in duplicate, for one sole purpose, at the place and on the date indicated herein.

<p>FORT HAYS STATE UNIVERSITY</p> <p></p> <p>_____ President</p> <p>Date: 2/25/16</p>	<p>BUDAPEST METROPOLITAN UNIVERSITY</p> <p></p> <p>_____ Dr. István Pál Kiss</p> <p>Title: CEO</p> <p>Date: 24/03/2016</p>
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Approved as to Form
Fort Hays State University
General Counsel
2/8/16 



AGREEMENT FOR DIRECT ENROLLMENT OF TOURISM AND HOSPITALITY STUDENTS

1. NUMBER AND STATUS OF STUDENTS

In any one year during the term of this Agreement, eligible students in good academic standing from the Home institution may be accepted as non-degree seeking students at the Host institution for a single semester or full academic year. Students from FHSU will also have completed general education requirements and be accepted as Tourism and Hospitality majors at the time of their application for direct enrolment at the BMU.

2. SELECTION OF PARTICIPANTS

The Host institution will consider applications of eligible students who have been approved for study abroad through the Home institution. The Home and Host institution will each stipulate a student application deadline prior to the start of the semester in which the student(s) wishes to enrol.

The Host institution will endeavour to respond to applications within two (2) weeks of their receipt. The Host institution will send final notice on applications to the person designated as the primary contact at the Home institution. This individual will inform students of the Host institution's decision in a timely manner.

Students approved for direct enrolment will be required to display sufficient proficiency in the English language and according to the policies and procedures of the Host institution in order to successfully complete their course work.

3. ELEGIBLE COURSES

Tourism majors may enrol in courses that have been designated by the Home institution as contributing towards the completion of the health and wellness tourism concentration at FHSU and comparable program at BMU, subject to the availability of requested courses as determined by the Host institution.

In addition to courses in health and wellness tourism, each participating student may take courses regularly offered at the Host Institution with the exception of restricted enrolment programs.

The parties recognize that courses and programs pursued by students at the Host institution pursuant to this agreement are generally of the same or similar calibre with the same or similar academic

standards as those offered by the Home institution. Acceptance of transferred academic credit, however, will be determined by the Home Institution.

4. RESPONSIBILITIES

Each institution will designate an individual who is primarily responsible for coordinating the administration of the health and wellness study abroad program. This person shall cooperate as appropriate with members of the academic staff and study abroad offices of the Host institution and his or her Home institution in the academic and general advising of students.

Participating students will enjoy the same rights and privileges of students at the Host institution and are also subject to the regulations and discipline of the Host institution and country. Each Hosting institution will provide the Home institution with adequate information on the performance of participating students.

Participating students will be also responsible for working with academic advisors and staff at the Home institution to ensure that the courses taken at the Host institution fulfil requirements towards the timely completion of their degree programs.

No later than four (4) weeks following the end of each academic semester, the Host institution will forward a record of courses work and grades received to the participating exchange student and Home institution.

All course work completed at the Host institution and transferred to the Home institution may not, at a later date, be credited to a degree or program offered by or through that Host institution. All credits earned while on exchange at the Host institution will be considered applicable to the health and wellness tourism concentration at the Home institution exclusively.

A. Responsibilities of the Host institution:

- To supervise and monitor students' academic progress while enrolled in coursework at the Host institution and to report to the Home institution on students' status and progress.
- To communicate frequently with the Home institution regarding any issues involving exchange students including, but not limited to, satisfactory academic progress.
- To comply with all timely and reasonable requests for information regarding students from the Home institution.
- To communicate with and advise students regarding current and future coursework and to provide any assistance to students which is reasonable and customary in order to ensure academic success.

B. Responsibilities of the Home Institution:

- To award credit to students upon the successful completion of coursework at the Host institution on the same terms as if the students had taken the coursework through the Home institution, and ultimately to issue a diploma to students after successful completion of the course of study.
- To disperse financial aid and monitor student eligibility, in conjunction with and upon timely updates from the Host institution regarding students' satisfactory academic progress.
- To maintain financial aid records and perform all other functions with regard to financial aid the students receive in accordance with policies and procedures of the Home institution.
- To assist students in any way necessary and appropriate in the transition between the Home and Host institution with regard to coursework.

5. TUITION

Direct enrolment students will pay tuition and fees assessed by and directly to the Host institution. The Home institution will alert the Host institution of pending applications for direct enrolment and tuition and fees for the coming academic year will then be communicated to the Home institution in advance of the semester for which the student(s) in a timely manner and prior to the application deadline. Enrolment, withdrawal date, and fee refunds will be assessed according to Host institution guidelines.

6. ACCOMMODATION AND FINANCE



Both institutions agree to help the receiving student(s) find appropriate accommodations. The payment of such housing, together with the payment of all travel, visa, medical insurance, and subsistence costs, shall be the responsibility of the individual student(s) participating in the program and neither institution shall be held liable for such costs.

7. DURATION

This agreement shall come into force at the moment it receives the final signature and shall remain in force for a period of two years. It will be automatically renewed for another period unless one of the parties renounces it, in which case the other party shall be notified in writing at least three months prior to the expiration of the current period.

Notwithstanding the aforementioned, the resolution of this Framework Agreement will not affect the development of specific Agreements, which have already been executed. Those specific Agreements will be in force until their complete termination.

In the widest possible sense of collaboration and in witness of their approval, the undersigned extend this framework agreement, in duplicate, for one sole purpose, at the place and on the date indicated herein.

FORT HAYS STATE UNIVERSITY  _____ President Date: 2/25/16	BUDAPEST METROPOLITAN UNIVERSITY  _____ Dr. István Pál Kiss Title: CEO Date: 04/03/2016
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Approved as to Form
Fort Hays State University
General Counsel
