



INSTITUTO DE ALTOS ESTUDIOS NACIONALES  
LA UNIV. VAPOR. (EAD) DE POSGRADO DEL EST. ADO



Hochschule für öffentliche  
Verwaltung und Finanzen  
Ludwigsburg  
University of Applied Sciences

## **AGREEMENT**

### **BETWEEN**

INSTITUTO DE ALTOS ESTUDIOS NACIONALES  
AVENIDA AMAZONAS N37-271 Y VILLALENGUA  
QUITO-ECUADOR

### **AND**

THE UNIVERSITY OF APPLIED SCIENCES-PUBLIC MANAGEMENT  
AND FINANCE LUDWIGSBURG  
REUTEALLEE 36 – 71 634 LUDWIGSBURG GERMANY

The Universities wishing to strengthen their academic and scholarly links and fruitful cooperation between the faculties of both universities, agree as follows:

#### **ARTICLE 1: PURPOSE OF THE AGREEMENT**

The purpose of this agreement is to establish cooperative relations between the two universities in areas discussed below.

#### **ARTICLE 2: SCOPE OF THE COOPERATION**

The parties agree to establish academic and scholarly cooperative projects that are of mutual interest to colleges, institutions and departments of each university. These projects may be continued and renewed by mutual consent.

#### **ARTICLE 3: GENERAL AREA OF THE COOPERATION**

Subject to availability of funds and the approval of the Rector of Instituto de Altos Estudios Nacionales and of the Rector of the University of Applied Sciences Ludwigsburg, both parties agree to, and shall endeavour to develop the following areas of cooperation:

- 3.1. The exchange of faculty members for a short, medium, or long period of time, which will guarantee and further scientific and scholarly cooperation.
- 3.2. The organisation for joint research activities, which may be supported by the exchange of scientists, scholars, and technical staff members.
- 3.3. The exchange of graduate students and Ph.D. candidates participating in joint projects agreed by both parties.



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- 3.4. The organisation of joint conference, seminars, symposia, summer courses, etc.
- 3.5. The exchange of publications for scientific, scholarly, teaching and information purposes, in order to strengthen the friendly existing relationship between the two universities.
- 3.6. The exchange of graduate or upper level undergraduate students under conditions and circumstances stated in Article 6 of the agreement.

#### **ARTICLE 4: FINANCIAL ARRANGEMENTS**

- 4.1. Both universities agree that all specific arrangements are to be negotiated and are dependent on the availability of funds.
- 4.2. Both universities agree to seek financial support from national and international organisations for the cooperative activities to be undertaken as stated under the terms of this agreement.

#### **ARTICLE 5: ADMINISTRATION**

- 5.1. The terms and necessary budget for each program and activities that are implemented under the terms of this agreement shall be mutually discussed and agreed upon in writing by both parties prior to the initiation of the particular program or activity, and such program and activity shall be negotiated on an annual basis.
- 5.2. Each university will designate a Liaison Officer to develop and coordinate specific activities or programs.

#### **ARTICLE 6: EXCHANGE OF GRADUATE/UNDERGRADUATE STUDENTS**

- 6.1. The number of graduate and undergraduate students for the exchange will be decided according to a discussion between the two institutions.
- 6.2. The exchange students must satisfy the language proficiency requirement for admission or take appropriate language instruction prior to the beginning of their academic program, as determined by the regulations of the host university.
- 6.3. The exchange students may apply to any academic program offered at the host university as full-time, non-degree students at a level determined by the host university. The host university reserves the right to exclude students from restricted enrolment programs.



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- 6.4. Any academic credit earned at the host university may be transferred to the home university in accordance with the procedures determined by the latter.
- 6.5. Upon completion of the one-year study tour at the host university, the exchange students must return to the home university. Any extension of stay must be approved by both universities. A non-degree exchange student who wants to apply for degree status in the future must reapply to the host university by submitting a new application form and processing fee prior to the established campus requirements, and will not be considered a portion of the exchange agreement.
- 6.6. Each university will provide the exchange student with tuition and service fee waivers.
- 6.7. Each university will provide appropriate counselling and other assistance to the exchange students, and will assist them in finding suitable housing.
- 6.8. All exchange students will be responsible for the following expenses:
  - a) Transportation to and from the host university;
  - b) Room and board expenses;
  - c) Textbooks, clothing, and personal expenses;
  - d) Passport and visa costs;
  - e) All other debts incurred during the course of the year;
  - f) Medical insurance;
  - g) Expenses in excess of the medical coverage.
- 6.9. The sending institutions shall nominate their candidates no later than five months prior to the beginning of the academic year or special program at the host institution.

#### ARTICLE 7: DURATION OF THE AGREEMENT

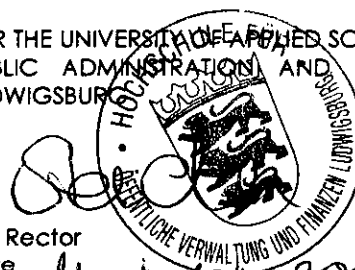
This agreement will be effective from the date of signature for an initial period of five years. Thereafter, it shall be automatically extended for an additional period of five years at each expiration date unless either party provides written notice to terminate the agreement a minimum of six months prior to the expiration date.

IN WITNESS WHEREOF, the parties hereto have offered their signature:

FOR INSTITUTO DE ALTOS  
ESTUDIOS NACIONALES

The Rector  
Date March, 8th 2017


FOR THE UNIVERSITY OF APPLIED SCIENCES  
PUBLIC ADMINISTRATION AND FINANCE  
LUDWIGSBURG



The Rector  
Date *March 10th 2017*

**Razón de ratificación:** En calidad de Rector del Instituto de Altos Estudios Nacionales, por medio del presente reconozco que la firma constante en el Acuerdo entre el Instituto de Altos Estudios Nacionales y la Universidad de Ciencias de Ludwigsburg – Alemania, es de mi autoría, por lo tanto ratifico todos los acuerdos contenidos en el presente documento.

Razón que siento en el reverso del acuerdo para los fines pertinentes y en consecuencia firmo con el Secretario General Encargado del IAEN.



Abg. Lenin Melo  
Secretario General (e)  
IAEN



Dr. Sebastián Torres Ledezma  
RECTOR  
IAEN.