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Ministero dell'Università e della Ricerca

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Università di Foggia

PHENIKAA
UNIVERSITY
Realizing your potential

MEMORANDUM OF UNDERSTANDING

BETWEEN

THE UNIVERSITY OF FOGGIA AND

PHENIKAA UNIVERSITY

Phenikaa University (hereafter referred to as Phenikaa) and the University of Foggia, Italy (hereafter referred to as Foggia), believing the extension and strengthening of scientific exchange and cooperation to be of mutual value to their institutions and to the development of understanding between our peoples, hereby record their intentions to promote academic and educational exchanges between their institutions, in particular on the common topics of economics, business management, tourism development and medical fields, through the following activities.

1- STAFF EXCHANGE

1-1 Exchange of Academic Staff

Foggia and appropriate academic and research units within Phenikaa may enter into agreements providing for the exchange and interaction of staff for academic purposes mutually beneficial to both institutions. Where appropriate the host institution will provide faculty appointment, library and research facilities and other assistance. However, the host University will assist participants in obtaining visas, where applicable.

1-2 Visiting Academic Staff

In addition to exchanges, Foggia and appropriate academic and research units within Phenikaa may agree to provide for visiting academic staff. The terms and conditions for visiting academic staff will be determined by the units involved within the framework of institutional policy.

1-3 Visiting Research Fellows

Foggia and appropriate academic and research units within Phenikaa may enter agreements providing that either institution may nominate one or more of its faculty to visit the other University for the purpose of advanced study or research. When this occurs the host institution will provide institutional courtesies, libraries and research facilities and an appropriate appointment. Visiting research fellows will not receive compensation from the host institution except by express agreement.

1-4 Exchange of Administrative Staff

For the purpose of encouraging the exchange of administrative experience and knowledge in fields of common interests, the institutions may select members of their technical-administrative staff to take part in the exchange program. Administrative Staff exchanging within this Agreement is limited to two staff months per year.

All participants are responsible for covering their expenses and making all necessary arrangements. However, the host University will assist participants in obtaining visas, where applicable.

Health and accident insurance coverage must be arranged by the staff member in his/her country of origin. Salaries shall be paid by the institution of origin.

The activities conducted during the exchange period shall be consistent with the professional activities of the staff member at his/her institution of origin, and shall generate a report, to be submitted to the host institution and to the institution of origin

2- STUDENT EXCHANGES

In the interests of expanding educational opportunities and furthering of international understanding, the University of Phenikaa and the University of Foggia, agree to facilitate the educational exchange of students.

1) **Duration of Exchanges**

Each institution agrees to exchange individual students for a semester or an academic year, ideally on a one-for-one basis.

2) **Number of Students to be Exchanged**

Up to five qualified students can be exchanged annually, unless special permission is given by mutual agreement between the two institutions. Students will be accepted by each host institution by dates mutually agreed.

3) **Student Program Fees/Benefits at Host Institution**

Each student will pay his/her regular tuition and fees to the home institution. The host institution agrees to make every effort to make a place available for the exchange student in its residence halls during the normal semester or term period on the understanding that the student will pay for all accommodation costs. If no accommodation is available the host university will assist the student in finding accommodation off campus subject to the student meeting the costs of such accommodation.

All travel costs will be the responsibility of the individual students. Miscellaneous fees such as special course fees, key deposits, books, etc., will be paid directly by each student participant.

4) **Insurance**

Each participant will pay for his/her own health and accident insurance. Both Institutions will require students to purchase the insurance policy to ensure adequate coverage. Proof of adequate insurance coverage must be provided to the international office of each institution.

5) **Dependents**

The obligations of each institution under this agreement are limited to the exchange of students and do not extend to spouses or dependents. Expenses of accompanying spouses and dependents are the responsibility of the exchange student.

6) **Student Eligibility**

It is understood that both institutions will strive to designate only well-qualified individuals for participation in the program and that academic backgrounds as well as letters of recommendation will be provided to the host institution. Students must meet language proficiency requirements as established by the host institution.

7) **Balancing the Exchange**

Parity in numbers of exchange students is the objective of the agreement. However, each party should be prepared to consider a disparity in any given semester or year during the period of the agreement. Any and all imbalances shall be resolved by the end of the period of agreement.

8) **Academic Status of Students**

All students will remain enrolled as regular degree candidates at the home institution and will not be enrolled as candidates for degrees at the host institution. Credits toward the student's degree are to be awarded by the home institution. Students are expected to maintain the equivalent of a full course load at the host institution. Students enrolled in the host institution will be subject to the same rules and regulations as local students.

3- OTHER FORMS OF COOPERATION

In addition to the afore-cited forms of cooperation, Universities take part in:

a) supporting joint methodological and technological research process, developing handbooks, materials for distant learning, creating and adapting teaching plans;
b) arranging mutual scientific, practical conferences, seminars, schools, etc;

c) exchanging methodic documents, publications, handbooks and other materials.
d) as well as other mutually agreed academic and research cooperation activities.

4- EXCHANGE COORDINATOR

Each party to the agreement will appoint an officer who will be responsible for the coordination and administration of the exchange, including counseling to assist exchange participants.

5- GENERAL PROVISIONS

This Memorandum of Understanding is not legally binding and serves solely as a framework for cooperation. Unless otherwise agreed in writing, it does not create any financial obligations between the parties. For each specific programme or activity, the parties shall negotiate and formalize the detailed terms and conditions through separate written agreements or addenda.

6- EFFECTIVE DATA AND TERMINATION OF AGREEMENT

This agreement shall be in effect from 2026 to 2031 (5 years). At the annual anniversary of the agreement, each institution will submit a brief report indicating any imbalances in student numbers and/or other issues or problems. This agreement may be extended by mutual consent of both institutions for a period beyond its original date of expiry. Either party may terminate this agreement at any time by serving written notice to the other party. Such termination will take effect six months from the date of that written notice.

Agreement

For Phenikaa University

Vice President

ĐẠI HỌC PHENIKAA

DR. NGUYEN NGOC NINH

Date 14/04/2026

For the University of Foggia

Name and Title

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Date