



**UNIVERSITÀ DEGLI STUDI
DI GENOVA**

IMPLEMENTATION MOBILITY AGREEMENT

BETWEEN

UNIVERSITY OF GENOA

AND

**BOARD OF REGENTS OF THE UNIVERSITY SYSTEM OF GEORGIA
BY AND ON BEHALF OF GEORGIA STATE UNIVERSITY AND ITS**

COLLEGE OF ARTS & SCIENCES

ATLANTA, U.S.A. 2017-2021

beginning Spring 2019

WHEREAS On April 14, 2016 the University of Genoa ("Unige") and Board of Regents of the University System of Georgia by and on behalf of Georgia State University and its College of Arts and Sciences ("Georgia State") signed an agreement ("Program Specific Agreement for a Student, Faculty and Research Exchange") to "facilitate an exchange program at the partner institution with students, faculty and researchers from each institution." This implementation agreement is subject to that agreement;

WHEREAS The Parties have expressed their interest in strengthening the mutual education and scientific collaboration and the exchange of good practices in administrative procedures;

WHEREAS At Unige are in force the International Student Mobility Guidelines.

Now, therefore, the Unige and Georgia State, agree as follows:

1

Areas of Exchange

The Parties undertake to encourage and set up exchange programs in the social, behavioural, natural sciences and the humanities, and to promote the exchange of technical and administrative staff aimed at enriching and developing their skills in their sector of activity.

2

Student Exchanges¹

2.1 Flows and Types of Student Exchanges

The Parties undertake to set up the following mobilities per academic year: each institution will send one (1) undergraduate student and one (1) graduate student per year, balancing according to credits. These numbers may be amended in writing by both parties. Both parties will endeavour to maintain an evenly

¹ It is understood that "exchange" refers to "mobility" for the purposes of University of Genoa in this agreement.

balanced exchange during the term of this Agreement. However, if conditions exist which render such equity impossible during a particular semester, such imbalance shall be corrected in the subsequent available semester to restore balance. In no event shall an imbalance in the exchange be carried forward beyond one available semester, nor should students currently enrolled in the program be removed to restore balance. The exchange balance will be monitored throughout the term of this Agreement by both institutions. Either party to this Agreement may refuse admission to the additional incoming students until the exchange balance is restored.

2.2 Implementation of Student Exchanges

Each academic year, students are selected by their home universities in compliance with university rules and with the admission requirements specified below in table A.

In turn, the host university will evaluate the applications submitted by the partner university based on the documents received (see table B). The final decision on the admission of incoming students is to be determined by the host university.

Table A

<p><u>ADMISSION REQUIREMENTS:</u></p> <p>With the aim of the evaluation and the following implementation of student exchanges, the Parties agree to the following admission requirements:</p> <ol style="list-style-type: none">a) Students must be enrolled at their own home university for the academic year in which the mobility period takes place;b) Italian language knowledge (incoming students to Unige taking courses in Italian), by evidence of success in a course and interview with the Italian Program Director at Georgia State (students must reach at least level B1 of the Common European Framework of Reference for Languages [CERFL]).c) English language knowledge (outgoing students to Georgia State University), TOEFL scores- CBT (250 with score of 5 on the essay) or iBT (80 with writing score of at least 22) /IELTS score of 6.5, a letter from a professor indicating coursework in English, or completion and passing an interview with a Georgia State faculty/staff.

Table B

<p><u>DOCUMENTS TO BE SUBMITTED FOR APPLICATION:</u></p> <p>Students must submit the following documents and forms:</p> <ol style="list-style-type: none">a) A Learning Agreement (indicating the study program of the exchange student) co-signed by the student and by the home university supervisor and/or coordinator – (at Unige, the Course Coordinator, the Head of the Department or other professor authorized);b) Curriculum Vitae and transcript of records;c) Motivation letter/personal statement

2.3 Credits and Assessment System

CREDITS	
Unige	Georgia State
<p>1 CFU = 25-hour overall workload per student. Depending on the activity, credits will be earned by the student through exams. Alternative means of assessment may apply.</p> <p>In order to facilitate transparency and the transfer of credits, Unige adopts the <i>European Credit Transfer and Accumulation System – ECTS</i>.</p>	<p>A Georgia State undergraduate student full-time load is 12 credits and a graduate student full-time load is 9 credits.</p> <p>Generally, 2 ECTS is the equivalent of 1 Georgia State credit, to be determined by the Study Abroad Office once Unige transcripts are received for transfer credits.</p>
ASSESSMENT SYSTEM	
Unige	Georgia State
<p>Grades are awarded to individual candidate on a scale running from 0 to 30. The minimum passing grade is 18. A <i>cum laude</i> can be added to the maximum mark of 30 as a mark of special distinction.</p>	<p>Letter grades are awarded on a scale from F to A+. The minimum passing grade is C-.</p>

2.4 University Fees and Welcome Facilities

- ✓ During the exchange period the students, under condition of reciprocity, are exempted from tuition fees and contribution in host university.
- ✓ Students are expected to fully cover their travel board and accommodation costs. However, the host/home institution may offer financial support to the mobility if specific funds are available for this purpose.

WELCOME FACILITIES	
<p>Host institutions may facilitate accommodation of students in university residences according to existing policy and provisions. At Georgia State, Housing Services may offer advice regarding accommodations to incoming exchange students on this program, but it is the responsibility of the participants themselves to make living arrangements.</p>	
Unige	Georgia State
<p>The International Student Office (SASS) offers assistance on the following matters:</p> <ul style="list-style-type: none"> • residence permit issue/renewal • accommodation research • Italian fiscal-code issue • health assistance • opening a bank account • bus season ticket • access to students restaurants 	<p>Georgia State's International Student and Scholar Services (ISSS) and College of Arts and Sciences (COAS) will provide assistance on the following:</p> <ul style="list-style-type: none"> • U.S visa application/renewal • Health insurance and immunization • University, College and Department-level orientation • Cultural and social activities in the Atlanta area • Course registration and advising • Information regarding on-campus academic and social activities

Unige offers free-of-charge Italian language courses at its "Scuola di Lingua e Cultura Italiana" (Slici) to students during their mobility period.	
-----------------------------------------------------------------------------------------------------------------------------------------------------	--

2.5 End of the Exchange

Once the exchange programme activities are completed, the host university undertakes to issue the following documents:

- ✓ a certificate / letter specifying the actual start/end of the exchange period;
- ✓ a transcript containing a full, accurate record of achievements and exams completed. At Georgia State, in compliance with the Family Educational Rights and Privacy Act (FERPA), students are responsible for requesting official transcripts to be sent by the Host University to the Home University.);
- ✓ any other document according to the Parties' internal rules and regulations.

NOTE: The letter and the transcript of records may be issued as a single document. The transcript can serve both purposes given that it indicates the semester dates.

3

Academic, Technical and Administrative Staff Exchange

3.1 Exchange Planning

The Parties undertake to set up separate exchange plans for academic, technical and administrative staff each academic year.

3.2 Implementation of the Exchange

The Parties undertake to inform their academic, technical and administrative staff about the possibility of setting up exchanges at the partner institution aimed at undertaking teaching activities, research projects and administrative practices.

Each academic year, in the frame of this agreement, the Parties will agree on exchanges and other related activities for academic staff in the following field(s): social, behavioural, and natural sciences and the humanities. Each academic year, under the framework of this agreement, the Parties will agree on exchanges for technical and administrative staff, specifying the offices at the host institution, the activities to carry out and the topics to develop.

3.3 Admission Requirements and Requested Documents

In order to plan and evaluate the exchange, the Parties agree that candidates must submit a Work Plan as approved by the host institution.

Unige – If specific funds are available for this purpose, Unige will set up a selection procedure based on the following criteria: experience in student and academic staff exchanges, proven expertise in international activities linguistic proficiency; **in addition, academic staff must prove their knowledge in the educational field and scientific sector of interest.** During selections, rotation criteria will be applied.

Georgia State – If funds are available and when approved, Georgia State will pay the salary, air transportation, health insurance, passport and visa fees, and the cost of any procedures needed to adhere to the health regulations for any Georgia State faculty/researchers who participate in this exchange program. Financial assistance in paying for housing for any Georgia State faculty/researchers while participating in this exchange program will be determined by the appropriate unit at Georgia State.

3.4 Mobility Costs and Welcome Facilities

- ✓ Mobility candidates are expected to fully cover their travelling, boarding and accommodation costs, unless otherwise specified.
- ✓ The home institution can offer its outgoing staff financial support if specific funds are available for this purpose.
- ✓ The Host University may offer advice regarding accommodations, but it is the responsibility of the participants themselves to make living arrangements in the host country.
- ✓ The host institution may offer incoming staff the following support:

WELCOME FACILITIES	
Unige	Georgia State
<p>The International Student Office (SASS) offers assistance on the following matters:</p> <ul style="list-style-type: none"> • residence permit issue/renewal • accommodation research • Italian fiscal-code issue • health assistance • opening a bank account • bus season ticket • access to student canteens <p>Unige offers free-of-charge Italian language courses at its "Scuola di Lingua e Cultura Italiana" (Slici) to visiting staff during their mobility period.</p>	<p>Georgia State's International Student and Scholar Services (ISSS) and College of Arts and Sciences (COAS) will provide assistance on the following:</p> <ul style="list-style-type: none"> • U.S visa application/renewal • Health insurance, and immunization • University, College and Department-level orientation • Cultural and social activities in the Atlanta area • Course registration and advising • Information regarding on-campus academic and social activities

3.5 End of the Exchange

Once the exchange is completed, the host department / unit undertakes to issue a letter specifying the actual start/end of the mobility period.

Safety and Insurance

Both Parties provide insurance and safety measures for each mobility (both to students and staff) as below specified:

SAFETY:

As regards safety in the workplace of incoming mobility participants from the partner university, taking part in activities in the frame of this agreement: where the host university belongs to an EU Member State, the host university shall conform to applicable European Union legislation; where the host university belongs to a non-EU Member State, the host university shall conform to applicable national legislation.

In order to comply with the "Testo Unico sulla sicurezza sul lavoro" (i.e. Safety and Security at Work Act), pursuant to "D.Lgs. 9.4.2008, n. 81", and as further provided by "D.Lgs. 3.8.2009 n. 106" and by "D.M. 363/98", the Parties agree as follows:

- The University of Genoa's employees, namely professor Paolo Comanducci undertakes the same obligations towards incoming exchange participants from the partner institutions for the activities carried out in the frame of the agreement;
- Georgia State will also comply with applicable laws in the United States that govern to safety and security in the workplace towards incoming mobility participants from the partner institution for the activities in the frame of the agreement;

INSURANCE

In accordance with the applicable provisions in force in their respective countries, both Parties shall verify insurance coverage, including health insurance care of participating members.

- **Unige provides exchange students and staff with an insurance coverage for civil liability and accidents. The insurance policy states terms and conditions of the coverage. Students and staff must acquire, at their own expense, an additional insurance policy to be adequately covered if necessary.**
- Details of coverage required by Georgia State are established in the "Program Specific Agreement for Student, Faculty and Research Exchange".

This agreement may be modified through a written amendment signed by both parties.

This agreement is signed in **two (2)** official copies in English.

WHEREFORE the parties to this Agreement signify their acceptance of the terms and conditions contained herein by signing in the spaces below.

- 9 GEN. 2019

Genoa, this ___ of _____, 2018

On behalf of the University of Genoa

Atlanta, this 30 of November, 2018

On behalf of the Board of Regents of the University System of Georgia by and on behalf of Georgia State University and its College of Arts and Sciences



Paolo Comanducci
Rector



Sara Rosen
Dean

