



**STUDENT MOBILITY AGREEMENT**  
between  
**CHITKARA UNIVERSITY**  
and  
**VARNA UNIVERSITY OF MANAGEMENT**

In order to further international understanding and academic cooperation between CHITKARA UNIVERSITY, Chandigarh, India hereinafter referred to as "ChitkaraU", and Varna University of Management, Varna, Republic of Bulgaria (hereinafter referred to as "VUM"), each hereinafter referred to as "institution", agree to establish student mobility program which entails exchange and research activities of students.

**1) Quantity:** Number of exchange students to be hosted by each of the institutions: up to 5 students per year. Provided the number of students received exceeds the number of students sent, the institutions reserve the right to introduce registration and administrative fees.

**2) Coordination:** Responsible persons will coordinate the student mobility program:

| For Chitkara University  | For Varna University of Management  |
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| Office of International Affairs, Chitkara University, Corporate Office, SCO 160 -161, Sector 9 C, Chandigarh – 160009, Chandigarh, India<br><a href="http://www.chitkara.edu.in">www.chitkara.edu.in</a>   | <b>Address:</b> Varna University of Management<br>13A Oborishte Str.,<br>9000 Varna, Bulgaria<br><a href="http://vum.bg/">https://vum.bg/</a> |

The coordinators will be responsible for overseeing the selection of exchange students, monitoring their stay, assist in daily life, and will serve as liaison between the two institutions and participants, and make reports.

**3) Academic Program:** Students from undergraduate degree programs in Business and Administration and/or Tourism and Hospitality; at VUM these programmes are to be delivered exclusively at VUM Campus in Dobrich, Bulgaria. Exchange students arriving to Chitkara University may take courses from any college given pre-requisites requirements.

**4) Selection of Students:** The exchange program will be open for applications to undergraduate students. The sending institution will select students for the exchange on the basis of their academic merit, language of instruction proficiency and capacity to adjust to cross-cultural situations, according to its regulations. Exchange students do not have to provide official language tests but their language proficiency should allow them to benefit from the participation in classes, which usually corresponds to minimum IELTS 6.0. The receiving institution shall normally accept students chosen by the sending institution, but each institution reserves the right to make a final decision.

**5) Responsibilities of the institutions:** Each institution will promptly provide the other with information on:

- a) the academic calendar, dates for enrolment, start/end dates of each of the semesters/terms of their academic year;
- b) courses taught in the English language and course syllabuses;
- c) visa issue information;
- d) registration for academic courses and research opportunity;
- e) a list of education-related costs including, but not limited to fees, lodging, meals, local transportation, insurance, and incidental expenses that students can expect to incur during their program studies abroad.

Each institution will offer on-site orientation, which is obligatory for the participants.

Upon completion of the program of study, the receiving institution will provide the sending institution with an official grade report (academic transcript) of each participating student in a timely manner. Transfer of academic credits will be determined by the sending institution.

**6) Housing:** The receiving institution assists participating students in finding accommodation. All incoming students to VUM are to be exclusively accommodated at the Student House Facilities at VUM Campus in Dobrich on the following address: 5A Bacho Kiro Str., 9300 Dobrich, Bulgaria. VUM will issue accordingly visa invitation letters concerning the students' accommodation in Bulgaria. All the Exchange students from VUM coming to Chitkara University will be hosted in our International student housing at # 339, Sector 15 A, Chandigarh – 160015, Chandigarh, India.


**7) Responsibilities of Participating Students:** Participating students will enrol as exchange students for a full course load (9-18US credits/20-30 ECTS). It is understood that students admitted under the terms of this Agreement will continue as candidates for degrees at their sending institution, and will not be candidates for degrees at the receiving institution. Home university must recognize the full time study period of its students through transfer of credits earned at the receiving institution towards their degree program.

Participating students pay applicable tuition fees and student activity fee to their sending institution. They will be exempt from paying tuition fees to the receiving institution. Participating students are liable for visa application costs, travel costs, accommodation, medical insurance, books and supplies, meals, and personal expenditures and neither university shall be held liable for such charges.

Participating students will be subject to and must abide by all the rules and regulations of the receiving institutions and countries.

**8) Disputes:** The present Agreement is signed English language. All disputes and disagreements arising in the process of execution of this Agreement shall be settled by negotiations or in case of non-achievement of agreement, shall be settled in Court according to the legislation of the country where a precedent happened.

**9) Schedule for enactment, renewal, and termination:** This Agreement will come into effect from the date of its signing by both institutions and will remain in force until terminated by either institution, giving the other institution a written notice at least six months before the beginning of the academic year in which it will take effect. Such termination shall not affect the validity and continuity of any incompletely discharged obligations agreed upon by the two institutions before termination.

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| On behalf of:   | CHITKARA UNIVERSITY                 | "VARNA UNIVERSITY OF MANAGEMENT"   |
| Signature:      | Ashok K Chitkara                    |  |
| Name, position: | Dr. Ashok K. Chitkara<br>Chancellor | Assoc. Prof. Todor Radev<br>Rector   |
| Date, stamp:    | July 24, 19                         | 09.08.2019   |

