



**Politecnico
di Torino**



STUDENT EXCHANGE AGREEMENT - SEA

between

**POLITECNICO DI TORINO
Torino, Italy**

and

**ESCOLA POLITÉCNICA DE PERNAMBUCO
Universidade de Pernambuco
Recife, Brazil**

The **Politecnico di Torino**, having its registered office at 24 Corso Duca degli Abruzzi, Torino, Italy, represented in this agreement by its Vice Rector for International Affairs pro-tempore Prof. David Chiaramonti, authorized with Rector's Decree no. 618 dated 19th June 2018 to sign this act.

and

The **Escola Politécnica da Universidade de Pernambuco (POLI/UPE)**, having its registered office at Avenida Governador Agamenon Magalhães, S/N - Santo Amaro - Recife, PE, Brazil, ZIP Code 50100-010, represented in this agreement by its Rector, Prof. Pedro Henrique de Barros Falcão.

Taking into consideration:

- the existing links between Brazil and Italy in the field of research as well as in training and education;
- the equivalence of their research and educational missions;
- the equivalent dimensions and means for achieving these goals;
- their mutual willingness in further intensifying these ties and especially encouraging the exchanges between Italian and Brazilian universities;

The undersigned parties agree

To enter into this Student Exchange Agreement (SEA) to promote the multiple perspectives brought to international issues and to increase the competencies of students who will live and work in an increasingly independent world.

Article 1 - Aim of the Student Exchange Agreement - SEA

Both parties agree to the following general forms of cooperation and general requirements for all students participating under this Agreement.

This document is a general Student Exchange Agreement (SEA) that will be implemented with separate dedicated documents (attached as Addenda) that, for study areas or programs, will specify the curriculum, the students' mobility path, and any other regulation of the relevant Program.

This SEA does not affect other existing Agreements defined before this document was signed.

The Addenda, that shall be issued for each further involved program/initiatives, can be signed by the appointed authorities or the equivalent representatives.

Article 2 - Number of Exchange Students

The number of students each institution may send and/or accept under this program is stated in the addenda and it can be modified on an yearly basis by mutual consultation.

Article 3 – Student Admission

The admission of students to the program will be conducted in accordance with the following principles:

- (i) The parties shall agree on the application procedure, including application deadlines, selection criteria and student quota as defined in the Addenda.
- (ii) Students must meet the admission criteria of both institutions.
- (iii) Students shall have a home institution and a host institution defined.
- (iv) Students apply to the program at their home institution, which is responsible for screening the applications and providing the host institution with a list of selected and eligible candidates. The institution will examine the provided documents and will assess their suitability to the educational and training course students are applying for. The final decision on students admission or refusal, will then be sent to the partner university within the deadline stated in the Addendum.
- (v) Students are selected and admitted to the programs according to their academic results, prerequisite requirements and motivations.
- (vi) Prerequisites for the mobility include that students have successfully completed a necessary number of credits at the home institution. Details are specified in the Addenda.
- (vii)
- (vii-a) Polito, language knowledge requirements for admission:

Students in the frame of an exchange programme (courses, courses and final project, final project, research) are required to prove a specific level (Common European Framework of Reference for Languages) of English and/or Italian, according to the language of teaching of the courses included in the proposal of Learning Agreement.

As an example, for the A.Y. 20/21, we require the B2 level of English and/or B1 level of Italian language.

For further information:

http://international.polito.it/admission/exchange_programmes/language_requirements/language_requirements_for_erasmus_and_bilateral_agreement

- (vii-b) Poli/UPE, language knowledge requirements for admission:

Universidade de Pernambuco (UPE) admission language knowledge suggestions are: B1 Portuguese or B2 English. These are not enforced requirements, but suggestions.

Article 4 – Rights and obligations

Students participating under this Agreement shall be enrolled as mobility students, they will have the rights and obligations as any other students in the respective institutions and will be

entitled to participate in any introductory program that may customarily be arranged for international students at the host institution.

The host institution may help the incoming students in finding appropriate accommodation, but it is noted that it is the student responsibility to find their own accommodation.

Article 5 – Study Plan and Course of Study

Each student will propose an individual study plan prepared according to the agreed curriculum for the total duration of the program. This study plan will be reviewed and, if needed modified, prior to final admission. A written study contract, namely, Learning Agreement (LA) must be established and signed by both institutions prior to the student arrival at the host institution. This contract may be revised at any time in written form with seal of approval from the academic representatives of the two institutions.

Detailed conditions regarding the study program, mobility program as well as individual Learning Agreements, shall be specified in the related Addenda.

Article 6 – Control of results

Partner institutions agree to operate along the principle of “mutual recognition” of exam results and each other’s rules and regulations. Students registered in an institution will follow its rules.

At the end of the mobility period the host institution shall send the home institution a copy of each student’s transcript of records issued in **English**. The parties agree that exams/courses will be graded and credits will be awarded according to the rules of the institution where the exam/course are carried out. Each institution grants the students credit transfer to the other institution according to the applicable rules, laws and regulations indicated in the relevant addendum.

Credit and Grading Systems

Politecnico di Torino:

At the Politecnico di Torino and in the Italian University System in general, grades of single exams are expressed as fractions of 30. The maximum grade is 30, the lowest is 18 out of 30. Exceptionally brilliant exams are graded as 30 “con lode” (cum laude), and marked 30-L.

The evaluation is based upon a credit system. One credit ECTS (European Credit Transfer System) is equivalent to 25 hours of lectures, practical work, seminars, tutorials, fieldwork, individual study and examinations or other assessment activities (approx. 10 hours dedicated to lectures, practical work, seminars, tutorials, fieldwork and additional 15 hours of study/homework on the topics explained in class).

For further information about the Italian Higher Education System:

http://international.polito.it/en/courses/italian_university_system

The ECTS statistical distribution of grades for each degree course is processed and updated yearly and made available at: https://didattica.polito.it/outgoing/it/sistema_ects

Universidade de Pernambuco (UPE):

At the University of Pernambuco, our grade system is numerical based, ranging from 0 to 10. A student is considered apt if their grades are above 5. The recommended grade for immediate approval without extra exams is above 7. A student is considered excellent with grades above 9. We do not offer a “per course” cum laude, but at the end of their academic studies a student may graduate cum laude.

The evaluation system of UPE is based on a particular Credit System, UPEC, that is equivalent to 15h per credit. This credit only takes into consideration the lectures given in class by professors, and it does **not** consider homework, seminars, tutorials, fieldworks, etc. It is in our understanding that a student working to achieve 1 UPE credit will need to dedicate on their own at least another 10h or more of homework an alike, which renders the conversion rate approximately 1:1 for UPEC:ECTS, but that can be adjusted by the professor responsible for the class accordingly at his experience, with a written official transcript, if needed.

Article 7 – Tuition fees and other costs

The host institution will not require any tuition fees to students selected to participate in this program, students will keep on paying tuition fees at their home institution only, in compliance with local rules.

Living and travel costs shall be borne directly by the students.

Article 8 - Academic and administrative representatives

Each institution will appoint an academic and an administrative representative for the program. These representatives will be responsible for supervising the program and for ensuring that the rules stated in this agreement are observed. The representatives will provide advice and other academic and administrative services to students participating under this Agreement. The addenda to this agreement shall state names and contact details of the above mentioned representatives.

Article 9 - Terms of Agreement

This Agreement shall become effective from the day of signature by both institutions, and it is valid for 5 (five years). Should the Agreement be signed in two different dates, the Agreement will become effective from the date of the latest signature.

Both institutions may terminate this Agreement before its expiry date, provided that written notice of the intent is given at least six months prior to termination. Commitments already in progress shall be nonetheless fulfilled and students enlisted in the program at that time will be allowed to complete it.

Article 10 - Amendments or changes

Amendments or changes to this Agreement shall be made in writing and signed by the duly authorised representatives of the institutions.

Article 11 – Dispute resolution

Should any doubt or dispute arise from the interpretation or implementation of the present agreement, the Parties will strive to achieve a solution by mutual consent. Should this solution not be possible, the Parties will choose a third person to act as a mediator or judge.

Article 12 - Use of trademarks by the parties

The content of this contract does not confer either party the right to use names, trademarks or other designations of the other party (including abbreviations) for advertising for commercial purposes or any other type of promotional activity.

The use of distinctive features of the either party can only be conferred by written authorization, signed by its legal representative, according to the rules and regulation in force at that time.

Art.13 – Processing of personal data - Non-EU countries not included in the GDPR framework

1. Personal data shall be processed by Politecnico di Torino solely for the purposes set forth in this Agreement and in order to achieve its institutional mission, in compliance with EU Regulation 2016/679 (GDPR) and national data protection law.

2. The Universidade de Pernambuco (non-EU partner organization), provided that no adequacy decisions nor appropriate safeguards have been adopted respectively under art. 45 and art. 46 of the GDPR and whereas the transfer of personal data is necessary in the public interest, undertakes to comply with the national data protection law in force in the country where the organisation's registered office is located or in the country where collaboration activities are carried out with the utmost diligence.

3. The contact details of the parties for the purposes of this article are as follows:

- for Politecnico di Torino: the Data Controller is Politecnico di Torino, represented by the Rector, with statutory seat in C.so Duca degli Abruzzi, n. 24, 10129 Turin. The contact details of the Data Controller are:

politecnicoditorino@pec.polito.it (certified e-mail);

for information and inquiries: privacy@polito.it ;

the Data Protection Officer of Politecnico di Torino can be contacted at: dpo@polito.it ;

- for UPE the Data Controller: NCTI - Núcleo de Comunicação e Tecnologia da Informação, represented by Professor Haroldo Amaral, located at Avenida Governador Agamenon Magalhães, S/N - Santo Amaro - Recife, PE, Brazil, ZIP Code 50100-010. The contact details of the NCTI are: Phone +55 (81) 3183-3728, e-mail: suporte@upe.br ;

4. Mutual Authorization agreement:

4a. Universidade de Pernambuco (UPE) hereby authorizes Politecnico di Torino to publish any information related to this Agreement on its official website.

4b. Politecnico di Torino hereby authorizes Universidade de Pernambuco (UPE) to publish any information related to this Agreement on its official website.

Date

Vice Rector for International Affairs
Politecnico di Torino
Prof. David Chiamonti

Rector of the University of Pernambuco
Universidade de Pernambuco (UPE)
Prof. Pedro Henrique de Barros Falcão