

**Memorandum of Agreement on Scholarly Exchange and Collaboration**  
**between**  
**School of Architecture, Planning and Policy Development,**  
**Institut Teknologi Bandung, Indonesia**  
**and**  
**Graduate Institute of Building and Planning,**  
**College of Engineering, National Taiwan University**

School of Architecture, Planning and Policy Development, Institut Teknologi Bandung (located in No. 10, Jalan Ganesha, Bandung, 40132, Indonesia), and Graduate Institute of Building and Planning, College of Engineering, National Taiwan University (located in No. 1 Sec. 4 Roosevelt Road, Taipei 10617, Taiwan), desiring to promote cooperation in the fields of education and academic research, agree to the followings:

1. Purpose and Scope of Cooperation

- 1.1 to encourage exchanges and visits in the following categories: students, non-teaching and post-graduate fellows, and junior and senior faculty members.
- 1.2 to encourage students to obtain academic degree from the other university.
- 1.3 to exchange information and materials in those fields which are of interest to both universities.
- 1.4 to organize joint conferences and academic events.
- 1.5 to arrange joint research activities and publications.
- 1.6 to develop double degree programs.

2. Implementation and Funding

- 2.1 Implementation and administration of said activities will be jointly discussed and agreed on in advance. Both parties shall provide necessary support to facilitate such activities.
- 2.2 To implement the collaborative activities envisaged, representatives of ITB and NTU may propose, negotiate and conclude specific agreements. The details, including financial arrangements, will be set out in different agreements. ITB and NTU acknowledge that in the absence of any provision to the contrary in the specific agreement(s), all expenses of salary, travel, accommodation, living and other related costs will be the responsibility of the visitor's home university.

3. Confidentiality and Ownership of Intellectual Property

The two parties agree that in the event of research collaboration involving confidential information and leading to intellectual property rights, further agreement must be negotiated in each case in accordance with the policies of the two parties.

4. Amendment and Termination

- 4.1 This agreement shall be in effect from the date of signature for a period of five (5) years. The agreement must be reviewed for viability at least 12 months prior to its renewal for an additional five-year period.
- 4.2 This agreement is subject to revision by mutual written consent. Such revisions, once approved by both parties, will become part of this agreement.
- 4.3 Either party may terminate this agreement at any end of semester provided that the terminating party give written notice of its intention at least six (6) months prior to the

terminating date and that no activities already in progress are unduly affected by such termination.

5. Settlement of Disputes Law

The settlement of possible disputes between the parties concerning the interpretation and/or implementation of this MoA shall be negotiated in good faith to solve problems that arise.

**Institut Teknologi Bandung**

**School of Architecture, Planning and  
Policy Development**

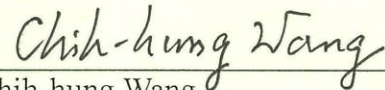


Prof. Dr.-Ing. Ir. Widjaja Martokusumo  
Dean

Date: 15.02.2019

**National Taiwan University**

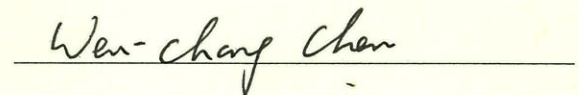
**Graduate Institute of Building and  
Planning**



Prof. Chih-hung Wang  
Director

Date: 2019/2/13

**College of Engineering**



Prof. Wen-Chang Chen  
Dean

Date: 2019/2/14

# **Memorandum of Agreement for Student Exchange**

**between**

**School of Architecture, Planning and Policy Development,**

**Institut Teknologi Bandung, Indonesia**

**and**

**Graduate Institute of Building and Planning,**

**College of Engineering, National Taiwan University**

## **OBJECTIVES**

Further to the Memorandum of Understanding signed at the first AOTULE Dean's Meeting on 20 March 2012, this specific agreement is to establish a student exchange program between School of Architecture, Planning and Policy Development, Institut Teknologi Bandung and Graduate Institute of Building and Planning, College of Engineering, National Taiwan University. The exchange program is intended to provide opportunities for students from the participating institutions to study abroad and return to their home institution to obtain a degree. The international exposure is expected to enhance educational experience of the students and provide advantages in their future career development.

## **TERMS OF THE AGREEMENT**

### *1. Definitions*

- a. "Exchange students" mean students participating in the exchange program implemented herein.
- b. "Home institution" means the School of Architecture, Planning and Policy Development, ITB or the Graduate Institute of Building and Planning, College of Engineering, NTU which providing the exchange students.
- c. "Host institution" means the School of Architecture, Planning and Policy Development, ITB or the Graduate Institute of Building and Planning, College of Engineering, NTU which accepting the exchange students.
- d. "Each party" means home institution and host institution.

### *2. Duration of Study*

- a. The exchange students may register at the host institution for one semester or one full academic year. Selected students will spend no more than one year studying abroad.
- b. The exchange program is not intended to provide a mechanism for students to obtain a degree at the host institution.

### *3. Qualifications and Number of Exchange Students*

- a. The exchange students should be students who are pursuing a degree at their home institution.
- b. The exchange students will be selected by their home institution to participate in the exchange program.
- c. The exchange students must be approved by the host institution. In particular, they must satisfy all admission requirements, including English language proficiency requirements, of the host institution.
- d. The maximum number of exchange students of each party for each academic year is four students. Each party should confirm the number of exchange students in writing three months in advance before the following semester starts.

### *4. Student Expenses and Accommodation*

- a. The exchange students in the exchange program will pay all customary tuition and registration fees to their home institution for the exchange period. The host institution will provide tuition fee and application fee waiver to each exchange student studying with it.
- b. The travel expenses, cost of living or other necessary expenses incurred by the students will be the responsibility of the individual students or their sponsors. This does not preclude the application of scholarships from independent institutions to such expenses.
- c. The exchange students are required to carry adequate health/liability/accident insurance for at least the entire duration of exchange period and to provide proof of that fact to the host institution.
- d. The host institution will provide assistance to the exchange students in securing appropriate accommodation.

### *5. Program of Studies*

- a. Exchange students are expected to take courses at the host institution as appropriate to their academic needs, provided that they satisfy the individual course prerequisites as well as any other regulations as may be pertinent and if space allows.
- b. Acceptance of exchange students who wish to work on research projects is subject to the availability of relevant projects and supervisors at the host institution. However, all exchange students need to take at least one class even for the students who wish to work on research.
- c. At the end of the exchange period, the host institution will send a report/official transcript of that student's academic achievement to the home institution.

- d. Exchange students receive transfer credit at their home institution for their studies at the host institution in accordance with the policy on credit transfer at the home institution.

7. *Visa*

Each exchange student is responsible for obtaining a visa and related travel documents. The host institution will assist in satisfying host country visa requirements.

8. *Revision and/or Termination*

- a. This agreement shall be in effect from the date of signature for a period of five (5) years. The agreement must be reviewed for viability prior to its renewal for an additional five-year period.
- b. This agreement is subject to revision by mutual written consent. Such revisions, once approved by both parties, will become part of this agreement.
- c. Either party may terminate this agreement at any end of semester provided that the terminating party give written notice of its intention at least six (6) months prior to the terminating date and that no activities already in progress are unduly affected by such termination.

Institut Teknologi Bandung

National Taiwan University

School of Architecture, Planning and Policy  
Development

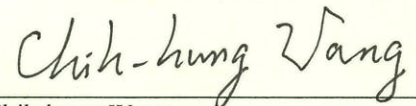
Graduate Institute of Building and Planning



Prof. Dr.-Ing. Ir. Widjaja Martokusumo

Dean

Date: 15.02.2019

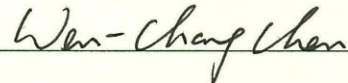


Prof. Chih-hung Wang

Director

Date: 2019/2/13

College of Engineering



Prof. Wen-Chang Chen

Dean

Date: 2019/2/14