



**Agreement between  
Graduate School of Information Science and Engineering,  
Ritsumeikan University  
And  
Symbiosis International University  
Regarding Acceptance of Graduate Students**

Graduate School of Information Science and Engineering, Ritsumeikan University (hereinafter "Party A") and Symbiosis International University (hereinafter "Party B") hereby conclude this agreement regarding acceptance of graduate students for the purpose of enhancing education and research at both universities and providing educational resources of both universities to graduate students, in order to foster superior human resources and promote dissemination of accomplishments so that they may contribute to academic and science technology development of both countries and be of service to society.

**Article 1: Program**

Party A and Party B agree to mutually accept and provide research guidance to graduate students.

**Article 2: Student status**

- 2.1 The status of graduate students accepted by and receiving research guidance from Party A based on this Agreement (hereinafter "Party B Graduate Student") shall be "Exchange Research Student."
- 2.2 The student status of graduate students accepted by and receiving research guidance from Party B (hereinafter "Party A Graduate Student") shall be "Exchange Research Student."

**Article 3: Application procedure**

3.1 Graduate students applying for acceptance by Party A must complete the application procedure by submitting to the Dean of the Graduate School of choice, the permission form from the student's current graduate school and the following application documents:

- (1) Application Form for Acceptance as an Exchange Research Student
- (2) Letter of Recommendation from the guidance professor of the student's current graduate school

(3) Research plan

(4) Other documents required by the Dean of the Ritsumeikan University Graduate School

3.2 Graduate students applying for acceptance by Party B must complete the application procedure by submitting to the Dean of the Graduate School of choice, the permission form from the student's current graduate school and the following:

(1) Application Form for Acceptance as an Exchange Research Student

(2) Letter of Recommendation from the guidance professor of the student's current graduate school

(3) Research plan

(4) Other documents required by the Director Symbiosis Centre for Information Technology

#### **Article 4: Program duration**

Program duration shall be determined individually for exchange research student through deliberation between Party A and Party B. However, the program duration for graduate students in the first half of the doctoral program or the master's program shall be one (1) year or less.

#### **Article 5: Research guidance**

5.1. The Accepting Graduate School shall provide research guidance to accepted graduate students based on the research guidance plan.

5.2. When requested by the graduate school to which the accepted graduate student belongs (hereinafter "Dispatching Graduate School"), the Accepting Graduate School must provide a report on the research guidance status.

5.3. When research guidance is completed, the Accepting Graduate School must promptly provide a report on the research guidance status to the Dispatching Graduate School.

#### **Article 6: Research guidance cost**

6.1. The Accepting Graduate School shall not collect from the accepted graduate students tuition or cost of research guidance.

6.2. Notwithstanding the previous clause, the Accepting Graduate School may collect actual expenses for experiments, laboratory work, etc.



**Article 7: Scope of facility use**

The Accepting Graduate School shall permit the use of university facilities for its students by the accepted graduate students.

**Article 8: Support for student life**

The Accepting Graduate School shall make efforts to enable accepted graduate student/s to conduct productive research activities.

**Article 9: Visa**

9.1. The Accepting Graduate School shall issue documents necessary for accepted graduate students to acquire visas.

9.2. Graduate students are responsible for acquiring their own visas.

**Article 10: Identification**

The Accepting Graduate School shall issue a standard form of identification stating the status of accepted graduate students.

**Article 11: Compliance with rules and regulations**

During the period of study abroad, the accepted graduate student must comply with all rules and regulations of the Accepting Graduate School.

**Article 12: Revocation of permission**

If an accepted graduate student engages in actions/behaviors that violate any of the rules and regulations of the Accepting Graduate School during the period of study abroad, the Accepting Graduate School may report the incident to the Dispatching Graduate School, rescind the status given to the violating graduate student, and terminate provision of research guidance.

**Article 13: Intellectual property rights**

Intellectual property rights for research findings acquired by receiving research guidance from the Accepting Graduate School shall belong to the accepted graduate student.

**Article 14: Confidentiality**

Of the knowledge, experience, materials and information obtained through any research activities, the accepted graduate students must strictly keep secret those that are considered confidential administrative or research information of the Accepting Graduate School. However, this does not include that which was already publicly

available or that can be proven to have been in the accepted graduate student's possession; that which becomes publicly available in the future through no breach of the accepted graduate student's; or that which has been disclosed to an accepted graduate student without obligation of confidentiality by a third party who is lawfully entitled to make such disclosure.

#### **Article 15: Compensation for damages**

The Accepting Graduate School shall not be held responsible for any damage caused by the accepted graduate student during research activities. However, this does not apply if the damage was caused by the willful intent or gross negligence of the Accepting Graduate School.

#### **Article 16: Insurance**

16.1. Party B Graduate Students must enroll in an overseas traveler' insurance covering disasters, injuries, liabilities, etc. prior to leaving India.

16.2. Party B Graduate Students must enroll in the National Health Insurance, a mandatory health insurance policy of Party A. However, this is not required if the accepted graduate student does not meet the coverage requirements of the National Health Insurance.

16.3. Party A Graduate Students must be covered by an overseas travelers' insurance covering disasters, injuries, liabilities, etc. prior to leaving Japan.

#### **Article 17: Indemnity**

Accepted graduate students are responsible for handling all incidents and accidents occurring in situations uncontrollable by the Accepting Graduate School during the research period, and any damages to third parties occurring as a result of such incidents and accidents, and Party A and Party B shall mutually indemnify each other of management responsibilities in such situations.

#### **Article 18: Handling of personal information**

18.1. Party A and Party B shall use the personal information obtained from the accepted graduate students for the following purposes.

- (1) Research guidance
- (2) Creating documents necessary for acceptance

18.2. When using personal information of the accepted graduate students for purposes other than those mentioned above, permission of use from the pertinent student must be obtained.



**Article 19: Reviewing the Agreement**

This Agreement may be changed through deliberation between Party A and Party B in order to accommodate problems arising from evolvement of stipulations regarding educational and research activities as well as amendments of various systems.

**Article 20: Deliberation**

Matters not stipulated in this Agreement, or questions related to interpretations of this Agreement, shall be resolved in a friendly manner through negotiations in good faith by Party A and Party B.

**Article 21: Agreement validity**

This Agreement shall be effective for 1 year from the date of its conclusion. At the end of the 1 year, the validity of this Agreement shall be automatically extended for 1 year unless Party A or Party B notifies the other party of the termination of this Agreement as stipulated in the following article.

**Article 22: Agreement termination**

If Party A or Party B wishes to terminate this Agreement before the expiration date, the terminating party shall provide a written notification of termination to the other party no later than six (6) months prior to the expiration date, and the Agreement shall be terminated with the condition that all duties and responsibilities stipulated in this Agreement will be met.

This Agreement is executed in one original copy in Japanese and one original copy in English, and each party shall keep one copy of the originals.

25 / April / 2012

18 / JUNE / 2012

Party A:  
HACHIMURA Kozaburo  
Dean, Graduate School of  
Information Science and Engineering  
Ritsumeikan University

Party B:  
Dr. Vidya Yeravdekar  
Executive Director, Symbiosis Centre for  
International Education  
Symbiosis International University



