

Frequently Asked Questions about Student Exchange Agreements

How long are exchange agreements binding?

A typical exchange agreement lasts 5 years, but with written notice by either party the agreement can be terminated within one year.

Can students outside of the department participate in the exchange?

For the department sponsoring an exchange, preference will be given first to department majors, followed by secondary majors and minors, and then to students from other departments. All students must meet the regular Education Abroad or international deadlines and application requirements to be considered for a position in the exchange program.

Why is College *and* Departmental approval necessary?

This multi-level approval helps to ensure on-going support for the program, programmatic oversight, increased awareness by faculty, staff and students, fiscal support for exchange imbalances, agreements are academically integrated and not dependent upon a single faculty member for viability.

This process helps to ensure that exchange programs are vetted within a department and college according to the priorities and strategies for international engagement.

What is the role of the department/college?

In sponsoring an agreement, KSU departments and/or colleges are asked to:

- actively promote exchange opportunities to KSU students;
- Pro-actively review host institution curriculum to pre-identify curricular alignments and the application of courses to the KSU curriculum.
- work with Education Abroad to identify pathways which allow for education abroad within majors;
- create programs/activities to welcome incoming exchange students, find ways to incorporate them into the life of the department and identify an academic advisor to assist them;
- actively welcome international visitors from host institutions during visits.

What are the administrative and financial “mechanics” involved in maintaining an exchange relationship?

At the start of the exchange term, KSU students pay tuition & fees to KSU. When KSU outgoing students arrive at the host institution, that tuition will be waived. The tuition and fees paid by KSU students pays for incoming exchange student tuition and fees. This keeps the costs low for students and makes maintaining balance important.

Both KSU students and the international students need to pay regular living expenses while abroad (housing, meals, insurance, personal expenses, etc.). Additional Financial Aid and/or scholarships can be requested or applied for, by students, to support the costs for studying abroad (e.g. to cover airfare, differences in currency valuation, etc.)

What are the total financial commitments a department should consider?

The potential costs are minimal if a program is actively promoted and the exchange of students stays in a healthy balance of 2 semester placements. In the case of the exchange program falling out of balance and if the balance cannot be rectified before an agreement ends, then a department/college will be expected to bring the program account (managed by OIP-Education Abroad) back to a zero balance. Departments are encouraged to consider providing student scholarships to seed new exchanges or to revitalize inactive exchanges. Likewise, hosting international visitors is an important part of any international partnership.

Frequently Asked Questions about Student Exchange Agreements (continued)**What is the process for reviewing the New Reciprocal Student Exchange Agreement Initiation Request Form?**

Once the Form is submitted, Education Abroad staff review the form and may submit follow up questions or comments to the faculty/staff/department who submitted the Form. Of particular importance is the information provided on the rationale for establishing this new agreement and the information presented in the resource section. Then, Education Abroad submits the Form, follow up questions, and feedback to the Associate Provost for International Programs for review. The Associate Provost for International Programs may consult the KSU Provost and Senior Vice President, and/or the KSU President for input. The decision on whether to move forward with the Agreement or not, is then communicated to the faculty/staff/department who submitted the Form.

What other education abroad opportunities need to be considered beyond a semester exchange?

There are many opportunities for education abroad at KSU. Some of these can be:

- modified versions of exchanges (e.g. semester for incoming in exchange for summer outgoing);
- KSU faculty-led credit-bearing and non-credit-bearing international education;
- research, internships, service learning, short-term work, and volunteer programs;
- direct enroll programs;
- 3rd party affiliated programs.

