MEMORANDUM OF UNDERSTANDING
between
University of Macerata (Italy)
and
Pontificia Universidad Javeriana Cali (Colombia)

The University of Macerata, with headquarters in Via Crescimbeni nn. 30/32, postcode 62100, Macerata, Italy, represented by its Rector, Prof. Francesco Adornato, and the Pontificia Universidad Javeriana Cali hereinafter PUJ Cali, with headquarters at Calle 18 N° 118-250, Cali, Colombia, represented by its rector F. Luis Felipe Gómez Restrepo, S.J., agree to establish this Memorandum of Understanding according to the following terms.

Article I – Relevance of the strategy
The University of Macerata and PUJ Cali agree this Memorandum is part of the mission on internationalization strategies for the two parties as well as institutional aim of the academic institutions involved.

The agreement involves researchers in economics, finance, accounting and management in order to:

- create mutual understanding of the research frameworks strategies in an interdisciplinary way;
- share paths of theoretical-practical knowledge, oriented towards the development of plural languages;
- identify synergies between the Institutions – funded research, facilities and training activities;
- build a reference framework to define strategies for cooperation and social and community involvement.

Article II - Object
Purpose of the Memorandum is the joint academic international cooperation through one or more of the following activities in a spirit of friendship and mutual understanding [whit or without] financial burden on parties:

- promoting academic exchange and cooperation for scientific research, sharing innovative, technological and socio-economic contents and objectives, exchanging experiences related to educational and didactic systems in areas of common interest and participating reciprocally in national and international academic events as seminars and meetings;
- enhancing the individual mobility of professors, researchers, students, PhD students and administrative staff for the benefit of international teaching, study and the exchange of know-how and best practices;
- strengthening the internationalization processes related to teaching, research and the third mission by fostering active scientific and educational cooperation, also by sharing bibliographic resources and academic projects of particular complexity and interest.
Article III - Implementation
Should the implementation of the previous article require an agreement between the parties or the provision of financial resources, the parties shall develop specific projects and working plans to be formalized in appropriate Addenda connected to this Memorandum.

The Addenda specified in this article shall respect the following minimum requirements:
- Identification and description of the activities to be implemented;
- Objectives and goals to achieve;
- Determination of times and phases of execution.

Article IV – Coordination and monitoring
In order to coordinate and monitor the jointly agreed activities, each University shall appoint its own representative as coordinator. The University of Macerata appoints Professor Elena Cedrola, PUJ Cali appoints Mrs. Claudia Castaño (International Affairs Director).

The two persons appointed shall periodically monitor the outcomes of this Memorandum and will report to each own academic bodies.

Article V – Intellectual property
The intellectual property rights arising from the activities realized in the framework of this memorandum belong if they are the result of an individual activity, to each party as its author and/or to its author, if they are the result of common initiatives, to both parties and/or to their common authors. Publications shall mention this origin. For the activities, which might produce outcomes with economic effects, the Parties shall jointly arrange the property rights and their protection according to their own rules.

Article VI - Use of the Logo of Universities
The parties may use the respective institutional logos for the purposes of the Memorandum related activities and documents under the following conditions:
- Neither party is authorized to use the name and logo of the other party for publicity and marketing. The use of the name of the other party to mention factually the collaboration is however authorized;
- The use of the logo is specific to the activities of the memorandum and limited to the term of the same;
- The use of the logo cannot damage in any way the good name, image, decorum, reputation of both parties;
- The parties are kept free from any problem or title that may get from the use of their logo, as well as from any use of the denigrating or misrepresentations of their public name.

Article VII - Resolution of disputes
The parties shall commit themselves to solving any dispute connected to the interpretation or implementation of this Memorandum through negotiation. When a
jointly agreed solution cannot be achieved, the disputes shall be submitted to the unappealable decision of a proper arbitration panel composed by three members. Each Party shall appoint one member. The two appointed members shall jointly appoint the third member with the role of chairperson.

**Article VIII - Coming into force and terms**

This memorandum shall be effective as of the latest signature date below and shall remain in force for a period of five (5) years following this date, unless written notice is given by either party. The notice shall take effect three months after the date of notification to the other Party. Nevertheless, the activities in progress in the framework of this Memorandum shall not be compromised by the notice and shall be normally concluded.

This memorandum is drafted in English being legally binding.

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**Pontificia Universidad Javeriana Cali (COLOMBIA)**

Date: 17 nov 2020

Luis Felipe Gómez Restrepo, S.J.

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**University of Macerata (ITALY)**

Date: 27 ott. 2020

Prof. Francesco Adornato

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Stamp: [Pontificia Universidad Javeriana Cali]

Stamp: [University of Macerata]
ADDENDUM n. 1

Plan of Students Individual Mobility Activities
Between University of Macerata (Italy)
and Pontificia Universidad Javeriana Cali (Colombia)

The institutions named below agree to cooperate for the exchange of students in the context of the Bilateral Agreement. The development of all activities is subject to the budget availability.

A. Information about higher education institutions

<table>
<thead>
<tr>
<th>Name of the institution (and department, where relevant)</th>
<th>Abbreviation</th>
<th>Contact details (email, phone)</th>
<th>Website (eg. of the course catalogue)</th>
</tr>
</thead>
<tbody>
<tr>
<td>University of Macerata</td>
<td>UNIMC</td>
<td>Area Internazionalizzazione Ufficio Mobilità internazionale Via Pescheria vecchia n. 8 62100 Macerata – Italia Responsabile dell'Ufficio: Antonella TIBERI <a href="mailto:ctri@unimc.it">ctri@unimc.it</a> Tel. +39 0733 2586040 Fax +39 0733 2586039</td>
<td>Sito web dell'Università: <a href="http://www.unimc.it/it">http://www.unimc.it/it</a>  Home page del Dipartimento: <a href="http://www.unimc.it/it/didattica/dipartimenti">http://www.unimc.it/it/didattica/dipartimenti</a>  Home page studenti in entrata: <a href="http://iro.unimc.it/en/students/incoming-students/students-coming-within-international-agreements">http://iro.unimc.it/en/students/incoming-students/students-coming-within-international-agreements</a></td>
</tr>
<tr>
<td>Pontificia Universidad Javeriana Cali (Colombia)</td>
<td>PUJ</td>
<td>Oficina de Relaciones Internacionales Calle 18 No. 118-250 – C. P.: 760031 Piazzaleta Central Cali, Colombia <a href="mailto:internacional@javerianacali.edu.co">internacional@javerianacali.edu.co</a>/ <a href="mailto:convenios@javerianacali.edu.co">convenios@javerianacali.edu.co</a> Tel. +57 (2) 5552804</td>
<td>Website: <a href="https://www.javerianacali.edu.co/">https://www.javerianacali.edu.co/</a>  Incoming students: <a href="https://www2.javerianacali.edu.co/relaciones-internacionales/semestre-internacional1/node/76511#gsc.tab=0">https://www2.javerianacali.edu.co/relaciones-internacionales/semestre-internacional1/node/76511#gsc.tab=0</a></td>
</tr>
</tbody>
</table>
B. Mobility numbers per academic year

<table>
<thead>
<tr>
<th>FROM</th>
<th>TO</th>
<th>Subject area code [ISCED]</th>
<th>Subject area name</th>
<th>Study cycle short cycle, 1st, 2nd or 3rd</th>
<th>Total number of Students [please specify also the cycles: e.g. 1 student of 1st cycle; 2 students of 2nd cycle]</th>
<th>Total number of Months for each student</th>
</tr>
</thead>
<tbody>
<tr>
<td>UNIMC</td>
<td>PUJ Cali</td>
<td>041/0311</td>
<td>Business and administration / Economics</td>
<td>2&lt;sup&gt;nd&lt;/sup&gt; or 3&lt;sup&gt;rd&lt;/sup&gt;</td>
<td>2</td>
<td>1 semester</td>
</tr>
<tr>
<td>PUJ Cali</td>
<td>UNIMC</td>
<td>041/0311</td>
<td>Business and administration / Economics</td>
<td>2&lt;sup&gt;nd&lt;/sup&gt; or 3&lt;sup&gt;rd&lt;/sup&gt;</td>
<td>2</td>
<td>1 semester</td>
</tr>
</tbody>
</table>

C. Recommended language skills

The sending institution, following agreement with the receiving institution, is responsible for providing support to its nominated candidates so that they can have the recommended language skills at the start of the study or teaching period:

<table>
<thead>
<tr>
<th>Receiving institution</th>
<th>Language of instruction 1</th>
<th>Language of instruction 2</th>
<th>Recommended language of instruction level&lt;sup&gt;2&lt;/sup&gt;</th>
<th>Student Mobility for Studies</th>
</tr>
</thead>
<tbody>
<tr>
<td>UNIMC</td>
<td>Italian</td>
<td>English (where indicated)</td>
<td>B1 English</td>
<td></td>
</tr>
<tr>
<td>PUJ Cali</td>
<td>Spanish</td>
<td>English</td>
<td>B1 English</td>
<td></td>
</tr>
</tbody>
</table>

D. Financial and other responsibilities

UNIMC agrees to accept the prescribed number (2) of PUJ Cali exchange students, to enrol them as full-time, non-degree students having the same rights as the students of the host institution for the regular semesters of the academic year and to provide them with tuition fee waivers. UNIMC will assist, as far as possible, in finding housing the PUJ Cali exchange students in residence halls of other accommodation. UNIMC will provide the appropriate orientation and assistance to PUJ Cali exchange students.

PUJ Cali agrees to accept the prescribed number of UNIMC exchange students, to enrol them as full-time, non-degree students having the same rights as the students of the host institution for the regular semesters of the academic year and to provide them with tuition fee waivers. PUJ Cali will assist, as far as possible, in finding

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2 For an easier and consistent understanding of language requirements, use of the Common European Framework of Reference for Languages (CEFR) is recommended, see [http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr](http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr)
housing for UNIMC exchange students in residence halls or other accommodation. PUJ Cali will provide the appropriate orientation and assistance to UNIMC exchange students.

All exchange students must register and pay tuition and other required fees at the home institution. The host institution will provide the necessary documents to enable the exchange students to obtain visas. The exchange students will be responsible for the payment of:

a. All incidental expenses as may be required by the study programme;

b. Transportation to and from the host institution;

c. Room and board expenses (including application fee for accommodation, where appropriate);

d. International insurance which should include total medical coverage, civil liability for third-party injuries and repatriation due to illness, accident and decease;

e. Guild fees/students union fees, if applicable;

f. Textbooks, clothing and personal expenses;

g. Passport and visa costs; and

h. All other debts incurred during the course of the year.

UNIMC:
In case of additional requirements in regard to academic, organisational or other aspects (e.g. students with special needs) please contact the International Mobility Office: cri@unimc.it.

PUJ Cali:
In case of additional requirements in regard to academic, organisational or other aspects (e.g. students with special needs) please contact the International Relations Office:

E. Academic Calendar

<table>
<thead>
<tr>
<th>Receiving institution</th>
<th>1st semester (fall semester)</th>
<th>Exams of the 1st semester (fall semester)</th>
<th>2nd semester (spring semester)</th>
<th>Exams of the 2nd semester (spring semester)</th>
</tr>
</thead>
<tbody>
<tr>
<td>UNIMC</td>
<td>end of September – middle of January</td>
<td>beginning of January – end of February</td>
<td>beginning of February – end of May</td>
<td>beginning of May – end of July</td>
</tr>
<tr>
<td>PUJ Cali</td>
<td>End of January – End of May*</td>
<td>*Three partial exams during the semester including final exam from the middle-end of May.</td>
<td>End of July – End of November</td>
<td>*Three partial exams during the semester including final exam from the middle-end of November.</td>
</tr>
</tbody>
</table>

3 Please check the specific calendar of each Department on this page
http://iro.unimc.it/en/students/incoming-students/erasmus-incoming-students/erasmus-incoming-students/didactics/academic-calendar
Applications/information on nominated students must reach the receiving institution by:

<table>
<thead>
<tr>
<th>Receiving institution</th>
<th>Autumn term* [month]</th>
<th>Spring term* [month]</th>
</tr>
</thead>
<tbody>
<tr>
<td>UNIMC</td>
<td>June 30</td>
<td>October 30</td>
</tr>
<tr>
<td>PUJ Cali</td>
<td>April 15</td>
<td>October 15</td>
</tr>
</tbody>
</table>

* to be adapted in case of a trimester system.

UNIMC
Partner institutions should send their nominations by email (pls. give student's first and family name, e-mail, area of studies and semester of Erasmus scholarship). The students accepted will receive a welcome e-mail and useful information for their future stay at the University of Macerata. Then the students should apply according to the procedure given on: http://www2.unimc.it/cri/studenti-stranieri/foreign-students-coming-within-international-agreements/enrolment-process.

Pontificia Universidad Javeriana Cali (COLOMBIA)  
Date 17 nov 2020  
Luis Felipe Gómez Restrepo, S.J.

University of Macerata (ITALY)  
Date 27 ott. 2020  
Prof. Francesco Adornato