COOPERATION AGREEMENT

Between

Hongik University
Seoul, Korea

And

L'École des hautes études en sciences sociales
Paris, France

STUDENT EXCHANGE AGREEMENT

The purpose of this Agreement is to further mutual understanding between Hongik University ("HONGIK"), having its head office at [107ho, building Q, Wausan-ro 94, Mapo-gu, Seoul,04066], represented by its President Dr. Woo Suk Yang, and L'École des hautes études en sciences sociales ("EHESS"), having its head office at 54 Boulevard Raspail, 75006, represented by its President Christophe Prochasson, to enhance each institution’s teaching, learning, and internationalization objectives at graduate level. HONGIK and EHESS agree to institute this student exchange program under the following terms:

1. Definitions

a. HOME shall mean the institution at which the student intends to graduate;
b. HOME STUDENT shall mean a student of the HOME Institution;
c. HOST shall mean the institution that has agreed to receive students from the HOME institution;
d. EXCHANGE shall mean a one-for-one exchange of students on a tuition waiver basis from each university;
e. EXCHANGE STUDENT(S) shall mean students participating in the exchange programme implemented herein;

2. Academic Year
a. The normal academic year at HONGIK consists of two (2) terms or semester, and extends from March to June, and September to December.
b. The normal academic year at EHESS consists of two 2 terms, and extends from October to February and March to June.
c. The duration of the exchange will normally be for one semester, however requests for term exchanges will be negotiated on a one-to-one basis.

3. Number of Participants

a. HONGIK will nominate (and possibly send) up to two (2) full-semester exchange students to EHESS. EHESS will nominate (and possibly send) up to two (2) full-semester exchange students to HONGIK each semester during the duration of this agreement, unless this number is varied by mutual agreement.
b. Both institutions will review the program annually at the anniversary date of the agreement for any imbalances in the number of exchange students, and will adjust the number of students over time (normally within a three (3) year period) as necessary, to maintain an institutional balance.

4. Selection of Participants and Admission

a. It is expected that only students of high academic quality will be selected to participate in the exchange program. The home institution will screen applications from its student body for exchange. Students must meet the following requirements:
   (1) Have completed at least one year of study at their home institution.
   (2) Be enrolled at their home and host institution for the full period of the exchange.
   (3) Have an enrolment proposal, approved by their home faculty and host institution and be deemed academically qualified to successfully complete the nominated subject at the host institution.
b. The host institution reserves the right of final approval on the admission of a student. The admission of any exchange student will be at the discretion of the host institution. The host institution may reject any applicant who does not satisfy the admissions criteria, or if no free study place is available at the program the student is applying for.
c. The exchange student will enjoy the same rights and privileges, and be subject to the same rules and regulations, as the students of the host institution.

5. Financial

All participating exchange students shall:
a. Pay tuition, mandatory fees, and other compulsory costs to their home institution.
b. Take full responsibility for the payment of accommodations, meal costs, travel, medical insurance, and other living costs during their enrolment at the host institution.
c. Be exempted from paying enrolment fees in the host institution.

6. Rights and Responsibilities
a. Students participating under the terms of this agreement shall be subject to the rules, regulations, and codes of conduct of the host institution. The host institution shall have the right to terminate the exchange program with respect to any student who violates the host university’s policies or rules. Exchange students will have the rights and privileges enjoyed by other students on the host campus.

b. HONGIK and EHESS agree to provide each exchange student with letters of acceptance to enable the exchange students to obtain visas.

c. At the conclusion of the exchange program, HONGIK and EHESS agree to give academic credits for study undertaken at each institution and provide an official transcript for the exchange student in a timely manner. To facilitate the transfer of credits between the two institutions, the host institution may provide the home institution with its Grading Scale.

7. Processing and protection of personal data

Both institutions will treat all personal data as confidential. Both institutions will not use or process the data other than for legitimate purposes connected with the Exchange Program.

Each party remains exclusively and fully responsible for Personal Data processing performed on its own behalf. All personal data shall be handled in accordance with the requirements according to national law and applicable regulations concerning data protection. In particular, for the transfer of personal data regarding the exchange students as specified in Annex I, each party complies with the standard contractual clauses (module 1: transfer controller to controller).

Both institutions shall ensure that the processed data is correct, up to date and not kept for longer than is necessary. Sufficient measures will also be taken by each institution to safeguard against unauthorized or unlawful processing and accidental loss or destruction or damage to the data.

8. Renewal, Termination, and Amendment

a. This agreement will commence from the date of signing, and continue thereafter for a period of five (5) years, subject to revision or modification by mutual agreement.

b. Amendments to this Agreement may be made at any time, by correspondence, and only when agreed upon by both parties. Any amendments shall be added to the terms as appendices.

c. The institutions shall confer concerning the renewal of this Agreement six (6) months prior to its expiration.

d. Either institution could terminate the agreement at any time through written notice sent to the other institution expressing their desire to terminate the agreement with (6) months prior notice without prejudice over activities previously agreed that in that time are being developed.

e. Any difference in interpretation and/or application of both this Agreement shall be settled by means of a direct negotiation.

This agreement has been drawn up in two English copies, both having the same legal validity.

Hongik University  
Dr. Woo Suk Yang, President  
President  

Date  
6th Sep 2021

L'École des hautes études en sciences sociales  
Christophe Prochassin  
President  

Date  
9th Sep 2021
ANNEX I – Description of personal data transfer

Categories of data subjects whose personal data is transferred: The exchange students.
Categories of personal data transferred: name; email; CV; transcript.
The frequency of the transfer: when students are chosen to participate to the exchange, the home institution send the list to the host institution. At the end of the exchange, the host institution sends the transcripts to the home institution.
Nature of the processing: Collection; Recording; Storage; Use; Disclosure by transmission.
Purpose of the data transfer: Exchange program.
The period for which the personal data will be retained: during the exchange program.