



MEMORANDUM OF UNDERSTANDING  
BETWEEN  
GIFU UNIVERSITY SCHOOL OF MEDICINE, JAPAN  
AND  
THE FACULTY OF MEDICINE, KHON KAEN UNIVERSITY, THAILAND

**A GENERAL**

1. Gifu University School of Medicine and Faculty of Medicine, Khon Kaen University declare their intension of co-operating in field of study, teaching, research and continuing education.
2. The co-operation takes the form of the exchange of students and members of the academic and administrative staff. In addition, joint academic projects are encouraged. The co-operation includes all subjects and certain areas of institutional administration.
3. Subsidy, if available, may be made to persons taking part in these exchanges for their travel and living costs by Gifu University School of Medicine and the Faculty of Medicine, Khon Kaen University, as appropriate. It is of considerable importance that the program be so designed that minimal additional costs be incurred by participants, especially students. Conditions of insurance and liability laid down by the host institution apply to the participants in the exchange program.

**B RULES FOR STUDENT EXCHANGE**

1. A student must be officially enrolled and in good standing for application for participation in the exchange program. Participants will be selected by their home institutions and applications will be completed and sent to the host institution for official acceptance.
2. Travel and living costs must be paid by the participants.
3. Both institutions will assist students participating in exchanges by arranging living accommodations, either in dormitories or off-campus housing. The students are responsible for paying room and board at the host institution.
4. Each host institution waives tuition fee except direct expense for participating students.
5. Both institutions will provide individual assistance in selecting courses.
6. The acceptance of course work (lectures, seminars, etc.) taken at the host institution and the measure of achievement attained there must be commensurate with the prevailing testing and learning evaluation standards of the home institution. Each institution will receive a performance evaluation for each student at the host institution.
7. Both institutions will attempt to provide information about the students desirous of taking part in the exchange by 1<sup>st</sup> April each year. The host institution will have the final decision on how many exchange students it is willing to accept for any given year.

**C RULES AND RECOMMENDATIONS FOR INSTRUCTIONAL STAFF INTERCHANGE**

1. The interchange of staff requires the approval of both institutions. An interchange may proceed between a Faculty of Medicine, Khon Kaen University and a Gifu University School of Medicine teacher in the same, or closely related, field of study. Interchange partners will receive their monthly salaries and benefits from their home institutions for the duration of the interchange.
2. The interchange takes place on a person-to-person basis for one semester, one academic year, or a shorter period.

3. The appropriate administrator at both Faculty of Medicine, Khon Kaen University and Gifu University School of Medicine in each particular case, approves an interchange in their area of responsibility.

4. A certain flexibility is advisable and desirable in determining teaching responsibilities both with regard to the teaching discipline area and to departmental and curricular assignments, and other duties at the host institution.

5. To keep additional costs as low as possible, interchange partners may exchange living accommodations. However, in each case, such agreements must be approved by the parties involved.

6. It is expected that teachers participating in the interchange involve themselves in the welfare and advising of the exchange students from their respective home institution and that they promote the relationship between both institutions by establishing and facilitating contacts between staff members interested in future interchange opportunities.

#### D INTERCHANGE OF STAFF

1. Both institutions declare their intention to interchange members of the administrative and support staff. The persons taking part, the length of the interchange, the nature of the program, and other aspects of content and organization will be agreed upon separately in correspondence between the chief administrative officers of both institutions or their authorized representatives.

#### E CARRYING OUT OF JOINT PROJECTS

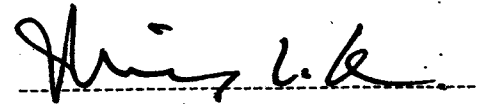
Both institutions declare their intention to carry out joint projects in field of research where a mutual interest of the academic staff of each institution is expressed.

#### F EXECUTION OF PROGRAMME

1. This agreement will take effect when it has been signed by the appropriate administrative officers of the participating institutions. Modifications of the agreement can only be undertaken in written form and with mutual agreement. This agreement shall be in effect for 5 (five) years and is renewable thereafter unless terminated by either party.

2. Notice to terminate this agreement must be given by 31 December, to take effect the first day of the following April.

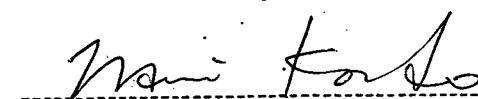
For Faculty of Medicine, Khon Kaen University, Thailand



On behalf of the Faculty of Medicine  
Professor Wiroon LAUPATTARAKASEM, MD  
Dean, Faculty of Medicine

Date 10 / Feb / 2006

For Gifu University School of Medicine, Japan



On behalf of the Faculty of Medicine  
Professor, Naomi Kondo, MD  
Dean, Gifu University School of Medicine

Date Jan / 12 / 2006