

THE ROBERT GORDON UNIVERSITY

Letter of Association
between
The Robert Gordon University, Aberdeen
and
Khon Kaen University

1. Parties to Collaboration

- 1.1 This agreement sets out the arrangements for collaboration between The Robert Gordon University and Khon Kaen University in the provision of links in mutually compatible subject disciplines for the purpose of increasing educational exchanges.

2. General Aspects and Quality Control

- 2.1 Collaboration will initially take the form of assistance in establishing appropriate mechanisms to facilitate placements/exchanges for both students and staff. While these will be the main areas for co-operation, they do not preclude the development of other initiatives.
- 2.2 This Letter of Association may, after further discussions, form the basis for a Memorandum of Co-operation whereby The Robert Gordon University will collaborate further regarding provision of appropriate academic courses and training to Khon Kaen University.
- 2.3 Any collaborative arrangements will be subject to, and must comply with, The Robert Gordon University's Quality Control procedures. Khon Kaen University will assist these procedures by providing all relevant information and academic progress reports on such collaborative arrangements as requested by The Robert Gordon University. Responsibility for quality assurance and quality control of academic standards will be with the partner institution.
- 2.4 Tuition in English Language will be given, where necessary, to staff and students joining an academic course at The Robert Gordon University.

3. Student Placement/Exchange Issues

- 3.1 A placement/exchange student shall be considered to be a student of the partner institution during the period of placement and shall therefore have equal access to the facilities of the partner institution and be subject to the same regulatory and disciplinary provisions as the students of the partner institution.
- 3.2 All students moving between the two institutions will be given full academic recognition by their home institution for work successfully completed during their study period abroad.
- 3.3 Prior to the placement/exchange, members of staff responsible will confirm in writing the names of participating students, specifying their academic level and the period of placement/exchange.
- 3.4 The home institutions shall brief students before placement regarding regulations, procedures and the nature of the programme of study at the partner institution. The partner shall appoint a member of staff who will be responsible for advising participants in the selection of an appropriate programme of study, and shall ensure that a personal tutor is assigned to each student.
- 3.5 The partner institution shall provide an academic progress report on each participant within a reasonable time after completion of the period of placement/exchange, and in any event prior to the conclusion of the academic year in which the placement/exchange took place.
- 3.6 The partner institution will, where at all possible, assist incoming students in securing suitable accommodation and in orientating themselves to the new environment.
- 3.7 Participants in placements/exchanges abroad should be advised to subscribe to a comprehensive health insurance plan.
- 3.8 If in a given academic session no placements are required, this need not nullify the Agreement.

4. Staff Placement/Exchange Issues

- 4.1 The agreement will also facilitate development of a programme of staff exchanges, particularly in the areas of staff development and research collaboration. Prior to such staff placement/exchanges, the Assistant Principal (External Affairs, The Robert Gordon University) and the Vice-President for Foreign Relations, Khon Kaen University) will confirm the name(s) of participating members of staff.
- 4.2 Staff involved in staff placement/exchanges will provide a full report of the placement/exchange for their University. A copy of this report will also be provided for the host University.

5. **Finance Arrangements**

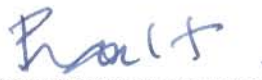
The Robert Gordon University will provide full financial details of any proposed collaborative arrangements to Khon Kaen University prior to signing a Memorandum of Co-operation.

6. **Termination of Agreement**

6.1 This Agreement shall be effective from the date on which it has been duly signed by both parties and shall remain in force unless either organisation terminates it by giving one year's notice to the other.


..... (Name)

Dr David A Kennedy
Vice-Chancellor and Principal
The Robert Gordon University


..... (Name)

Dr Prinya Chindaprasit.....
President.....
Khon Kaen University


..... (Name)

Dr Joan K Stringer
Assistant Principal
The Robert Gordon University


..... (Name)

Dr Sumon Sakolchai.....
Vice-President for International Relations and -
Khon Kaen University Information

January 24, 1996..... (Date)