**INTERNATIONAL ACADEMIC AGREEMENT FOR THE CREATION OF A MASTER and/or PhD PROGRAM IN COTUTELLE/FOR DUAL DEGREE**

**BETWEEN**

UNIVERSITY OF CAMPINAS (UNICAMP), address: Cidade Universitária Zeferino Vaz, Barão Geraldo, CEP 13083-970, Campinas – São Paulo (Brazil), represented in this act by the Pro-Dean of Graduate Studies, (INSERT NAME), and the Graduate Program in (INSERT NAME OF THE PROGRAM) of the College/Institute (INSERT NAME) of UNICAMP, represented by its Coordinator, (INSERT NAME)

and,

THE INSTITUTION/COLLEGE (INSERT NAME OF FOREIGN UNIVERSITY), address: (INSERT ADDRESS), represented by its Dean/Director, (INSERT NAME), and the Program (INSERT NAME OF THE PROGRAM), represented by its Coordinator, (INSERT NAME)

Henceforth, they may also be designated individually as a Party or collectively as Parties.

Whereas the Parties recognize the importance of establishing study and research opportunities abroad for their Master´s/PhD’s students to promote the development of intercultural competence; to give students the experience of working in multinational investigation teams, and provide valuable exposure to multiple disciplinary and research perspectives;

Whereas the Parties wish to establish procedures and rules that will govern the Master´s/PhD’s Program Agreement in Cotutelle/for Dual Degree and the rights and obligations of each party concerning the conduct of this Agreement;

The Parties mutually accept the provisions below, defined within the scope of creating a Master´s/PhD’s Program in Cotutelle/for Dual Degree between the two institutions.

**CLAUSE ONE - OBJECTIVE**

Allow Students to pursue coordinated studies at both Universities, and if successful in their dissertations/thesis defenses, grant them the title of Master/Doctor at each University.

**CLAUSE TWO - ADMISSION**

2.1. Each University will decide which Graduate Programs at its institution can participate in the Master´s/PhD’s Program in Cotutelle/for Dual Degree (“Program”).

* 1. Students interested in a specific Master´s/PhD’s Program in Cotutelle/for Dual Degree must be admitted to the Master´s/PhD’s Programs of each University following their internal admission regulations.
  2. Students accepted into the Master´s/PhD’s Program in Cotutelle/for Dual Degree must comply with the policies, rules, and regulations applicable to the Master´s/PhD’s Programs at both Universities unless one or both Universities agree to waive or modify their practices in the event of a particular Program.
  3. The conditions of registration, admission, and defense, within the scope of the Cotutelle/Dual Degree procedure, will be governed by (INFORM THE CURRENT LEGISLATION IN THE FOREIGN INSTITUTION) for students enrolled in (INSERT THE NAME OF THE FOREIGN INSTITUTION), and by the CONSU-A Deliberation -10th of August 11, 2015 (UNICAMP - BRAZIL) for students enrolled at UNICAMP.
  4. With the Student's consent, each University will provide the other University with the necessary documentation to verify the Student's admission to its Master's/PhD’s Program.
  5. Both Universities agree to provide a safe learning environment for Students during the Master's/PhD’s Program in Cotutelle/for Dual Degree and make available to students the necessary resources, such as laboratory space, comparable to the resources provided to students of regular Master's/PhD’s Programs at their respective institutions
  6. The details of the Master's/PhD’s Program in Cotutelle/for Dual Degree for a specific Student, including start and completion dates, details of qualifying exam dates, the rules and procedures that will be followed for the dissertation/thesis defense, the location of the dissertation/thesis defense, the names of advisors, financial obligations and commitments, course requirements, language requirements and titles to be conferred on the student by the Universities must be agreed in writing by the Parties before the Student is accepted into the Doctorate Program in Cotutelle/for Dual Degree.
  7. The **Cotutelle** **Master's/PhD’s** **Program Agreement Form (“Cotutelle/Dual Degree Form”)**, Annex 1 to this Agreement, must be completed for each student and submitted to each University. It must be signed by the competent authorities at each university and by the designated supervisors and the Student if approved. Any changes to the details of the Master's/PhD’s Program Agreement in Cotutelle/for Dual Degree, set out in the **Cotutelle/Dual Degree Form,** must be approved in writing by both Universities.

**THIRD CLAUSE - FEES AND FINANCIAL INFORMATION**

3.1. This agreement shall not entail any obligation on the part of the Parties relating to student funding.

3.2. Academic fees, if any, will not be Unicamp's responsibility (the name of the Partner University may also be included, if applicable). The student will bear travel, accommodation, and other expenses.

3.3. Students must inform on the **Cotutelle/Dual Degree Form** if they will be the beneficiary of any scholarship, funding or be responsible for their own expenses.

**CLAUSE FOUR - INSURANCE**

During periods of stay at the foreign University, the student must hire personal insurance that necessarily provides for repatriation. Neither University is responsible for providing medical, hospital, or private property insurance to Students.

**CLAUSE FIVE - START DATE AND DURATION**

* 1. The specific start and end date of each student's Cotutelle/Dual Degree Program must be established in the Cotutelle/Dual Degree Form.
  2. The duration of the master's dissertation/doctorate thesis preparation will be divided between the two institutions in alternating periods. The Student will carry out research and study activities at both Universities according to the schedule agreed upon by both Universities. The period that the Student must be at each University may vary depending on what is established in the Agreemen**t**. The total period of stay in one of the two countries must not be less than 6 (six) months. The agreed schedule will be set out in the **Cotutelle/Dual Degree Form** but may be changed during the Cotutelle/Dual DegreeMaster´s/PhD’s Program Agreement with the approval of the Student Advisors.
  3. The competent authorities must approve student withdrawal sites of both Universities

**CLAUSE SIX - GUIDANCE**

6.1. Each University will designate a Professor as the Dissertation/Thesis Advisor. The powers attributed to the supervisor by (INSERT THE LEGISLATION OF THE FOREIGN UNIVERSITY) and by the CONSU-A-10 Deliberation of August 11, 2015 (UNICAMP - Brazil), will be exercised jointly by the two thesis supervisors.

* 1. The two Advisors must jointly act as the Student's scientific guide and are responsible for the student's Master's/PhD’s education and research training. Each Advisor is responsible for providing advice and assistance to the Student while the Student is at their University.
  2. Each Advisor must ensure that the other Advisor is informed of the Student's progress and notified if issues arise related to the Student's progress in the Master's/PhD’s Program in Cotutelle/for Dual Degree.
  3. Each Advisor is responsible for ensuring that the other Advisor is aware of all research activities in which the Student is involved during the Master's/PhD’s Program in Cotutelle/for Dual Degree.

**CLAUSE SEVEN - THE DEFENSE OF THE DISSERTATION/THESIS**

7.1. The Student, after successfully completing the requirements of the Master's/PhD’s Program at both Universities, including the required subjects (if any) and the qualifying exam, must defend his/her dissertation/thesis. If the Student does not comply with their Master’s/PhD’s Program requirements or other rules and regulations of one of the Universities, their Master's/PhD’s Program Agreement in Cotutelle/for Dual Degree will automatically terminate. The University that has terminated the Student must notify the other University immediately.

* 1. The Master's dissertation/PhD’s thesis will have a single defense recognized by the two institutions. If the student succeeds in their defense, they grant to make available the title(s) specified in the **Cotutelle/Dual Degree Form** and issue the respective diplomas in which there must be a mention that the title was awarded to the student within the scope of a Cotutelle/Dual Degree agreement between the Universities. To recognize the contributions to the orientation of the Master's/PhD’s research, the dissertation/thesis must also mention the Cotutelle/Dual Degree Agreement signed between the two Universities.
  2. The dissertation/thesis defense location and the language it will be written and defended will be specified in the **Cotutelle/Dual Degree Form**.
  3. The dissertation/thesis presented in Cotutelle/Dual Degree will be written in the country's national language, where it will be defended and completed by an abstract in the language of the country of the other university and an abstract in English.
  4. The dissertation/thesis defended in one of the national languages of the two countries will be completed with an oral abstract in the other language.
  5. The Examining Committee of the defense, designated by the partner institutions, will be composed of at least (four members, (in the case of the Master's degree, and by five members, in the case of the Ph.D.), among which will be the two supervisors of the dissertation/thesis. (IF THE UNIVERSITY DOES NOT ACCEPT THIS COMPOSITION, THE COMPOSITION AGREED UPON BETWEEN THE UNIVERSITIES MUST BE EXPLAINED IN THIS ARTICLE). The competent authorities must approve examiners at each University.
  6. The protection of the dissertation/thesis theme and its publication, the use, and safety of the research results common to the two institutions receiving the Master's/PhD’s students must be ensured by the specific legislation of each country.

**CLAUSE EIGHT - INTELLECTUAL PROPERTY**

8.1. The rights relating to intellectual property resulting from the work carried out within the scope of this agreement will be subject to the legal provisions in force in the countries of the participating institutions.

* 1. In the case of creation of inventions, improvements, innovations, etc. through the activities object of this agreement, it is stipulated that:
     1. The intellectual property rights over any creation developed under this agreement will belong to Unicamp and (NAME OF THE FOREIGN UNIVERSITY) in equal parts.
     2. The Parties must communicate with each other if results susceptible to protection are obtained, maintaining the necessary secrecy to protect such results.
     3. The Parties undertake to grant powers of attorney necessary for registering the intellectual property resulting from this agreement whenever necessary and requested by the party responsible for requesting protection.
     4. If the Parties are interested in protecting the rights mentioned in clause 8.2.1, their costs and management will be regulated in a specific amendment according to current legislation.
     5. If the Parties are interested in the use and licensing of the rights mentioned in clause 8.2.1, the costs, management, licensing, assignment, transfer, or free use will be regulated in a specific amendment by current legislation.

**CLAUSE NINE - CONFIDENTIALITY**

9.1. Each University agrees to protect the confidentiality of any information disclosed to it by the other university it identifies as confidential and shall use it only for the purposes for which it was disclosed. Each University must ensure that its faculty, staff, and students are aware of what information is subject to this confidentiality obligation.

9.2. The Universities agree to share academic and other information about Students enrolled in the Master´s/PhD’s Program in Cotutelle/for Dual Degree to the extent necessary to carry out the Program. Each University shall maintain the confidentiality of all Student information provided to it by the other University and shall use it only for the purposes of the Agreement. Such information must not be disclosed to third parties without the consent of the University that provided the information.

**CLAUSE TEN - CIVIL RESPONSIBILITY**

The contracting parties will not assume civil liability for damages resulting from acts of force majeure.

**CLAUSE ELEVEN - DISPUTES**

To resolve doubts that may arise in the execution and interpretation of this agreement, the Parties will make efforts to seek a consensual solution. If consensus is not possible, the parties shall, by mutual understanding, appoint a third party, an individual, to act as a mediator.

**CLAUSE TWELVE - VALIDITY OF THE AGREEMENT**

This Cotutelle/Dual Degree agreement of Master's/PhD’s dissertation/thesis will have a duration of five years, automatically renewable, unless one of the two establishments expresses the desire to terminate it with three months' notice, ensuring continuity for the ongoing Cotutelles/Dual Degrees. The registration conditions will be defined in an appendix to this convention for each student.

And as they are thus fair and agreed, the Parties sign this term in triplicate in Portuguese and English (CHANGE LANGUAGE, IF IT IS NOT ENGLISH), of equal content and for a single purpose.

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| Campinas,..... ..........  ......... | ..................., ...  ................ .......... |
| .......................................................  Pro-Rector of Graduate Studies  UNICAMP | ........................................................         (position/function)         Foreign University |
| ...........................................................  CPG Coordinator | ...........................................................         Coordinator |

**ANNEX 1. MASTER´S/PhD’S PROGRAM AGREEMENT FORM IN COTUTELLE/DUAL DEGREE BETWEEN UNIVERSITY OF CAMPINAS AND (INSERT THE NAME OF THE CONVENENT UNIVERSITY)**

|  |  |  |
| --- | --- | --- |
| Student name: |  | |
| Country of nationality / Nationality |  | |
| Email address |  | |
| Educational qualifications |  | |
|  |  | |
| Date of enrollment at UNICAMP |  | |
| Date of enrollment at (Insert the name of the foreign University) |  | |
| Start date of the Master's/PhD’s Program in Cotutelle/Dual Degree |  | |
| Expected completion date (NOTE: cannot be later than the student's completion date) |  | |
| Proposed periods of study in each Institution: | UNICAMP | (Insert the name of the foreign University) |
|  |  |
|  |  | |
| Advisors' data | UNICAMP | (Insert the name of the foreign University) |
| Name |  |  |
| Qualification |  |  |
| Research Area |  |  |
| email |  |  |
|  | | |
| **FINANCIAL SUPPORT** | | |
| Scholarships / Financial Aid (if any) | UNICAMP | (Insert the name of the foreign University) |
|  |  |  |
| If the student is not a beneficiary of a scholarship or financial aid, inform how he/she will remain in the foreign country. | | |
| **PROJECT DETAILS** | | |
| Thesis Proposed Title |  | |
| Academic Requirements | UNICAMP | (Insert the name of the foreign University) |
|  |  |  |
| Place of dissertation/thesis defense | The dissertation/thesis will be defended at (Inform in which Institution the defense will be held) | |
| Dissertation/thesis writing language | The dissertation/thesis will be written in (Inform the language of the writing), with an abstract in English and another in (Inform the other language, if applicable) | |
| Language of the dissertation/thesis oral defense | The dissertation/thesis will be defended in (Inform the language), with an oral abstract in (Inform the language) | |
| Titles to be awarded to the Student after the successful defense of the thesis: | At UNICAMP: | At (Insert the name of the foreign University) |

|  |  |
| --- | --- |
| Date/Place:  Pro-Rector of Graduate Studies  University of Campinas | Date/Place:  Rector/Director of (Insert the name of the foreign University) |
| Advisor, University of Campinas | Advisor, (Insert the name of the foreign University) |

Doctoral Student