

**MEMORANDUM OF UNDERSTANDING
BETWEEN
ABILENE CHRISTIAN UNIVERSITY, UNITED STATES OF AMERICA
AND
KOREA CHRISTIAN UNIVERSITY, KOREA**

In view of the significant contribution expected to be made by student and faculty exchange programs between educational institutions in different countries toward the progress of learning as well as the promotion of international understanding, it is agreed between Abilene Christian University, represented by Provost Dr. Robert Rhodes, and Korea Christian University, represented by President Dr. Sung Tak Lim, as follows:

- I. Both institutions shall provide all possible opportunities available on their respective campuses for the students from abroad to enroll in undergraduate and/or graduate programs as stipulated under this Memorandum of Understanding (MOU).
- II. Both institutions agree to establish a joint mechanism for the support of faculty exchanges and collaboration between the two institutions. Faculty exchanges may encompass teaching and/or cooperative research.
- III. Both institutions shall promote other academic activities in connection with the above-mentioned goals.
- IV. Korea Christian University and Abilene Christian University undertake this relationship to foster friendship and future cooperative activity in the mutual interests of the two institutions and their countries.
- V. Korea Christian University and Abilene Christian University begin this exchange relationship to encourage the building up of the kingdom of God around the world.

This is a non-binding agreement and is intended to clarify the nature and extent of the complementary activities that might be undertaken for the mutual benefit of the two parties. The two parties recognize that the implementation of any agreed upon activity will depend upon the interests and expertise of the individuals involved and the availability of financial resources, space and other resources. Accordingly, the implementation of any exchange and cooperative program based on this MOU shall be separately negotiated and determined between the two institutions. It is further expected that both parties will be compliant with all applicable Government laws and legislation and University policies and regulations.

This MOU shall take effect for five (5) year period from the day the representatives of both institutions affix their signatures. The MOU is subject to revision, renewal and cancellation at least six months in advance in writing given by either university to the other, provided the modification takes effect after completion of the current ongoing program.

For Abilene Christian University



Dr. Robert Rhodes
Provost

Date: 5-09-2014

For Korea Christian University



Dr. Sung Tak Lim
President

Date: 2014. 8. 15

**ADDENDUM TO THE MEMORANDUM OF UNDERSTANDING
ON ACADEMIC EXCHANGE BETWEEN
ABILENE CHRISTIAN UNIVERSITY, UNITED STATES OF AMERICA
AND
KOREA CHRISTIAN UNIVERSITY, KOREA**

In as much as a Memorandum of Understanding (MOU) is reached between Abilene Christian University (hereinafter referred to as ACU) and Korea Christian University (hereinafter referred to as KCU) relating to their student and faculty exchange, the following understanding applies.

STUDENT EXCHANGE PROGRAM

1. Number of Students

A. Exchange Students: Each year, during the term of the Addendum, each university may send up to two full-time undergraduate students. Standard length of stay will be a full academic year, normally the period relevant to the host institution. However, if for two consecutive academic years there is an unequal number of exchange students, the host institution receiving the greater number of students will reduce the number of exchange students to one per year.

B. ESL Students: The ACU Institute of Intensive English will also admit up to five students per semester from KCU as English as a Second Language (ESL) students. This is designed for qualified students that do not meet the English proficiency required to be an undergraduate student at ACU.

C. Degree Completion Students: ACU will also admit up to five students per semester from KCU as degree completion students. University Initials students will complete the first two years of their academic program the KCU campus. The students will then transfer to the ACU campus to complete their degree in select programs. They will receive a degree from both KCU and ACU. The details of this articulation agreement will be specified on a separate addendum.

KCU will promote the ACU ESL and degree completion programs to its students. These students will not count toward the exchange balance for regular exchange students.

2. Tuition and Other Fees

A. Exchange Students: Each host institution will waive only tuition and other fees incurred by the exchange student for registration and admission.

B. ESL Students: *KCU students in the ACU Institute of Intensive English will receive a 75% block tuition scholarship from ACU. The remainder tuition costs shall be the responsibility of the student and neither university shall be responsible for such charges.*

C. Degree Completion Students: *University Initials degree completion students will receive academic and international scholarships from ACU according to their academic profile. Students transferring to a degree in the College of Biblical Studies will receive a scholarship of 50% tuition. The remainder tuition costs shall be the responsibility of the student and neither university shall be responsible for such charges.*

No monetary consideration will be exchanged between the institutions who are parties hereto.

3. Accommodation

The host institution will assist in finding appropriate accommodations for the exchange students. The payment of room and board costs and payment for all travel, medical insurance and subsistence costs shall be the responsibility of the exchange student and neither university shall be responsible for such charges.

4. Travel and Visa

Each exchange student is responsible for travel arrangements and visa. The host institution shall provide exchange students with any university certification needed to obtain a student visa for the full period of the exchange.

5. Selection and Nomination of Exchange Students

Students will be selected by their home institution on the basis of:

- i. Academic excellence
- ii. Seriousness of interest in the study proposed
- iii. Adequate language competence
- iv. Capacity to adjust to cross-cultural situations

All official student nominations from ACU will come from a dedicated advisor in the Office of International Education. All official student nominations from KCU will come from a dedicated advisor in the Office of International Exchange. Students who are not nominated through these offices will not be considered part of the official exchange program and will not count toward the exchange balance.

6. Application and Admittance

At KCU, Each student selected for participating in this program shall apply as an exchange (non-degree) student to upon submission of:

1. Application Form
2. Official Academic Transcript
3. Health Form
4. Passport copy
5. Financial documentation

At ACU, Each student selected for participating in this program shall apply as an ACU student upon submission of:

1. Application Form
2. Official Academic Transcript
3. English Proficiency Test
4. Health Form
5. Passport copy
6. Financial documentation

Students shall apply to KCU and ACU through the designated online application system by submitting necessary documents and materials in electronic format during the online application process. Online application link will be provided by the universities.

While students nominated by the home institution will normally be accepted by the host institution for exchange, the host institution retains the right to review the students nominated for exchange and to make final decisions concerning the admission.

It is understood that students admitted under the terms of this Addendum will continue as candidates for degrees at their home institution, and will not be candidates for degrees of the host institution.

7. Courses

Exchange students at KCU can take regular university courses taught in English, Korean language courses, and regular university courses taught in Korean (if the student has working knowledge of Korean language).

Exchange and degree completion students at ACU can take regular university courses if the student demonstrates the English proficiency required for all undergraduate students. ESL students at ACU can any classes from the ACU Institute of Intensive English.

Class placement is subject to availability.

Following the term of exchange, the host university will send a formal report to the home university within two weeks after the conclusion of the term regarding the course of study and performance of each exchange student. Grading will be applied according to the system used by each institution. The grade conversion and from one system to the other will be determined by the exchange students' home institution.

8. Credits

Academic credits earned in courses taken by the exchange student while studying at the host institution may be accepted by the student's home institution, provided that such be judged as appropriate by the latter. At the end of the academic year, each institution will provide the other with a final official transcript of the grades obtained by each exchange student.

9. Rules and Regulations

Exchange students shall be subject to the rules and regulations of the host institution and country. They will also have the rights and privileges enjoyed by all students of the host university.

10. Insurance

Exchange students will be required to be covered by health insurance as mandated by the regulations of the host institution and/or country.

11. Offices

This program will be coordinated by the Office of International Education at ACU and the Office of International Exchange at KCU.

FACULTY EXCHANGE PROGRAM

1. Exchange of Scholars

Both institutions will invite and exchange scholars (faculty, research personnel) in fields of interest to both parties.

2. Research Materials

Both institutions shall exchange and share materials related to educational and research interests.

3. Joint Research

Both institutions shall promote joint research activities and participation in conferences, symposia, serial lectures and seminars.

4. Expense

The host institution will not be responsible for the payment for these activities. However, this does not prevent both parties from making necessary arrangements to raise a special fund for these activities.

5. Communication

Both institutions shall maintain continuous communication and coordination necessary to pursue definite plans for scientific cooperation.

The undersigned agree to these Bylaws on behalf of their respective institutions.

For Abilene Christian University



Dr. Robert Rhodes
Provost

Date: 5-09-2014

For Korea Christian University



Dr. Sung Tak Lim
President

Date: 2014. 5. 15