

# **PROTOCOL OF COLLABORATION**

between

## **BELARUSIAN STATE UNIVERSITY**

Minsk / Belarus

and

## **QAFQAZ UNIVERSITY**

Baku / Azerbaijan

### **Article 1**

This protocol comprises the joint scientific work and educational and cultural collaboration between Belarusian State University and Qafqaz University.

### **SUBJECT MATTER OF THE PROTOCOL**

#### **Article 2**

This protocol has been composed with the main aim of encouraging an academic-based approach to research and exchange between Belarusian State University and Qafqaz University within a framework of their mutual interests in the following areas: developing and maintaining relations between the academic staff, teachers, assistants, researchers and students of both universities; enabling the use, and publishing of joint research; and transferring experiences of both parties' educational approaches and scientific organizations from one university to the other.

The parties acknowledge and undertake the following articles that compose this protocol, the whole of this protocol and the terms of its application for the realization of this main aim.

### **PARTIES**

#### **Article 3**

**BELARUSIAN STATE UNIVERSITY (B.S.U. henceforth.) and  
QAFQAZ UNIVERSITY (Q.U. henceforth.) collaboration**

B.S.U. and Q.U. will realize the fields and will collaborate within the framework determined below, and will actively exchange scientific knowledge, technological know-how and experience. In this context:

### **SCOPE OF ACTIVITIES**

#### **Article 4**

Both universities undertake to promote and develop academic co-operation in the following ways:

- 1) Encouraging academic exchange and cooperation between the universities.
- 2) Joint research activities in areas of mutual interest.
- 3) Inviting faculty members, research scholars and/or students for academic visit and exchange.

- 4) Exchange of publications and other teaching materials.
- 5) Co-sponsoring seminars, courses, workshops and other academic meetings on matters of mutual benefit.
- 6) Assistance with developing relations and cooperation with industry and other institutes in each country.
- 7) Developing joint dual degree programs at multiple levels. The details to be considered by both parties, with possible separate development and agreement, according to appropriate college and department requirements.

## **JOINT RESEARCH PROJECTS**

### **Article 5**

The parties aim to develop and implement joint research projects. In this context, scientists of both countries must present their joint research project proposals to relevant parties in accordance with the terms determined below:

- 1) The clear description/definition of the proposed research,
- 2) The names of the researchers participating in the research, the institutions they are attached to and their positions in their institutions,
- 3) The name of the faculty/centre/institute/research centre where the research will be carried out,
- 4) Names and CVs of researchers responsible for the implementation of the project,
- 5) The detailed description of the functionality in the project of the participants,
- 6) Research duration and phased plan,
- 7) Budget required for the research.

## **ACADEMIC EXCHANGE**

### **Article 6**

- 1) Persons eligible for academic exchange are the teaching staff, research staff and lecturers. The applications of those who apply for an academic exchange will be evaluated and the partner university will be notified.
- 2) The partner university will be notified of the names within reasonable time and the opinions of the partner university concerning the candidate and its approval will be sent to the sending university at least 90 days in advance of the commencement of the scheduled visit.
- 3) The visiting researcher/teaching staff will be consigned a computer with internet connection and a printer for his/her work and this service will be free of charge.
- 4) The host university determines the type of insurance deemed necessary in terms of mandatory health and accident insurance of the visiting researcher/teaching staff within satisfactory limits (the insurance limits, the insurance company and all terms required by the valid legal system in said field of the host university's country must be fulfilled) and expects the visiting' researcher/teaching staff to fulfill these terms primarily. Coverage for death or ·disabling accidents must already be within the scope of the insurance the visiting researcher/teaching staff must have beforehand,
- 5) The visiting researcher/teaching staff will benefit from all the libraries of the host university freely and at no charge. The researcher/teaching staff will be allowed to produce a reasonable number of photocopies determined by the host university when s/he deems necessary.

## STUDENT EXCHANGE

### Article 7

- 1) Both universities will provide exchange opportunities for undergraduate and graduate students. The number of students to benefit from the exchange programs will be determined by a joint commission to be formed following the signing of the protocol by both parties based on mutual understanding. The host university will be notified of the names and fields of education of the students determined by the sending university at least two months beforehand and the host university will announce its reply regarding applications to the partner university at least 1 month before the commencement of the academic year.
- 2) At application, if necessary, students will present a document demonstrating proficiency under the terms and at the level required by the host university - of the language accepted and chosen by the host university as the language of education and notified to the partner university,
- 3) The host university will assist the visiting student in the provision of housing under the most suitable conditions and will provide consultancy and guidance services. The housing cost of the visiting student shall not be higher than a domestic student's. The visiting student will have access to the university canteen and the charges she/he pays here shall not be higher than a domestic student's,
- 4) The host university determines the type of insurance deemed necessary in terms of mandatory health and accident insurance of the visiting student within satisfactory limits (the insurance limits, the insurance company and all terms required by the valid legal system in said field of the host university's country must be fulfilled) and expects the visiting student to fulfill these terms primarily. Coverage for death or disabling accidents must be within the scope of the insurance the student must have beforehand.

### Article 8


The present protocol will come into effect on the day of signing, once it has been approved by the proper authorities, and will continue for a period of five years. Three months before the end of the protocol duration, a commission formed of persons determined by B.S.U. and Q.U. will convene and the condition of the protocol and will be reviewed.

The parties will be getting agreed on implementation issues of cooperation within the scope of this protocol and organize a separate protocol.

### Article 9

This protocol has been prepared in English. The two parties received a copy.

03/04/2015  
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03/04/2015  
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