



**INTERNATIONAL INTEGRATED STUDY PROGRAM AGREEMENT
BETWEEN CHAPLIN SCHOOL OF HOSPITALITY & TOURISM
MANAGEMENT AT FLORIDA INTERNATIONAL UNIVERSITY AND
UNIVERSITY OF PALERMO**

On one part the University of Palermo, hereinafter also referred to as the “UNIPA”, with registered office at Piazza Marina n. 61, 90133 Palermo, Italy, and on its behalf and represented by prof. Fabrizio Micari, Rector of the University of Palermo by virtue of Decree 753/2015, of 30/09/2015, by which he is appointed Rector, and by virtue of Decree 16A02688/2015, of 08/04/2016, by which the UNIPA Statute is published;

additionally, on the other part, the Chaplin School of Hospitality & Tourism Management at Florida International University, hereinafter also referred to as the “FIU”, with registered office at 3000 N.E. 151st Street North Miami, FL 33181-3000, Miami, Florida, USA, and on its behalf and represented by Dr. Diann Newman, Associate Dean of the Chaplin School of Hospitality & Tourism Management

STATE

1. That both institutions signed a Memorandum of Understanding (MOU) on June 1st, 2017, as a way to set up a collaborative relationship based on the agreement to explore the emerging educational needs of their students in the Hospitality Management and Tourism disciplines as well as the possibility of organizing short training programs for UNIPA and FIU students;
2. That the MOU allows for the possibility that specific agreements may be drafted by the two Universities in the case of further developments of collaboration in the above mentioned disciplines;
3. That beginning with academic year 2017-18 the University of Palermo has launched a new Masters’ program (Laurea Magistrale) in Tourism Systems and Hospitality Management whose faculty includes Professors from the Chaplin School of Hospitality and Tourism Management;
4. That beginning with the academic year 2018-19 the students of the above mentioned Master need to complete their program by fulfilling the activities “industry project” and “thesis”;
5. That both institutions share cultural, technical, educational, and scientific fields of common interest.
6. That collaboration and the exchange of experience and knowledge, as well as the provision of services between both institutions, are in their greatest interest for social and cultural progress.



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7. That they are interested in promoting their international collaboration in the field of higher education and research.

They hereby sign an agreement that regulates the conditions under which students may access and opt for an integrated study program from both universities, subject to compliance with the clauses established in this agreement, and in accordance with the current regulations at each institution

1 – Purpose of the agreement

This integrated study program agreement aims to establish the academic and administrative conditions for the exchange of students enrolled in the Masters' degree (Laurea Magistrale) in Tourism systems and hospitality management Program at UNIPA and at the Chaplin School of Hospitality and Tourism Management at FIU.

2 – Student application and admission

Maximum 10 students (so called "Exchange students") per institution may opt for the integrated program every academic year. This number may be modified by mutual agreement between the signatories of this agreement by adding an addendum.

With respect to any academic semester, either party may, in its sole discretion, accept additional Exchange Students selected and recommended by the other party. It is not necessary for the number of Exchange Students from the parties to be the same in any given semester or academic year.

Each party shall submit to the other party the names of the Exchange Students, with respect to each academic year, no later than (i) 15 April for the first semester of that academic year, and (ii) 15 October for the second semester of that academic year.

The students who opt for the integrated study program must be accepted into the corresponding programs at both institutions. They must first be accepted into the program at their home institution, where a first selection of students who may opt for the integrated study program will be made, although the student's final admission requires approval by the partner institution.

In order to formalize their application to the integrated study program, the students must present the following documents:

- Standard application form;
- Curriculum vitae of the student;
- Copy of the student's national identification card or passport;
- List of courses or academic activities to attend.
- The period in which the student will visit the partner institution

The documents accompanying the application must be presented to FIU in English language and at UNIPA in Italian or English language.

When deemed appropriate, the institutions may interview the students who apply for admission into the integrated study program, or request certification of their language level.

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3 – Credit and grading system, and equivalences

The courses and activities at FIU are not evaluated for credit for the FIU academic system.

The credit and grading system for official education at the UNIPA is regulated in accordance with D.M. 270, Amendments to the regulation regarding the teaching autonomy of Universities, passed by Decree of the Ministry of University and of Scientific and Technological Research n. 509.

4 – Stay

The UNIPA students participating in the integrated study program must attend a maximum of three months at the partner institution (15 ECTS). UNIPA must provide supervision for all logistic aspects related to their students' stay.

The academic officials responsible for this agreement must inform the incoming students about the organization of the courses they will take during their stay at the partner institution.

After completing the stay, the students must submit to their institution of origin an official student document concerning their activities issued by the partner institution in order to receive recognition for the activities performed. The document must be written in English.

5 – Curriculum

Annex II details the correspondences between the activities to be chosen by the students. It indicates also the recognition for activities taken at the partner institution. Annex II may be changed every year by the UNIPA board of the academic program.

6 – Registration and tuition

Once the students have been accepted into the integrated study program, they will formalize their registration upon arrival at the home institution.

Each Exchange Student shall pay tuition fees to his/her home institution. Other student fees, book and computer fees, insurance fees and any other living expenses related to the studies of Exchange Students at the host institution are not included in the tuition fees and must be paid directly to the host institution, when applicable.

7 – Student obligations and rights

During the exchange period, the students will be subject to the rules and regulations of the partner institution and to all the legal and social obligations within the host country..



Exchange Students shall be (i) encouraged to participate fully in the student life of the host institution and (ii) entitled to participate in activities, lectures and research resources offered by the Chaplin School of Hospitality and Tourism Management and to use, under specific FIU and UNIPA regulations, library and other university services and facilities.

In the event that an Exchange Student should fail to comply with the academic or disciplinary rules and regulations of the institution hosting him/her, to the extent practical and prior to taking any disciplinary action, the hosting party shall notify the other party of the action to be taken, in writing. FIU will not be liable or responsible for any accidents or damages suffered by UNIPA students and employees during the entire exchange experience.

8 – Expenses

Transport costs, medical insurance, accommodations, upkeep, and any other expenses arising during the exchange period established in the integrated study program will correspond to the student. The student must acquire health insurance that guarantees access to health care in the host country. This insurance must cover medical and health care, death and disability caused by an accident, repatriation assistance for death by any cause, and reimbursement for medical expenses caused by an accident. Students must submit proof of insurance to both institutions for approval.

The partner institution, through the administrative official responsible for this agreement, can provide assistance in the search for suitable accommodations, although all stay expenses will correspond to the student. Likewise, the partner institution can provide the student with information relating to the host country, visas, required medical insurance, etc., before their arrival.

9 – No discrimination

Neither party shall discriminate on the basis of race, color, national origin, religion, gender, age, disability, veteran's status or sexual orientation either in the selection of students for participation in, or in any other aspect of, the Exchange Program. The parties agree to comply with all national, state, and local rules, regulations, executive orders, laws and policies forbidding unlawful discrimination to which they are subject.

10 – Duration of the agreement

This agreement will take effect from the time of its signing by the representatives of both institutions, and will be valid for a period of three years. During this period, either one of the signatory institutions may terminate this agreement in writing, which must be sent to the partner institution six months in advance. If one institution wishes to terminate this agreement, both pledge to meet their commitments to the students admitted into the integrated program before either one withdraws from it.

11 – Use of Logo



The Partners mutually commit not to use the name and/or logo or any other identifying marks for purposes other than those covered by the agreement, except for specific agreements between the parties that provide, prior explicit approval, forms of communication and divulging of the initiatives covered by the agreement.

12 – Personal data treatment

Universities will arrange for the treatment, the dissemination and communication of personal data in pursuit of their institutional goals and as provided by law.

13 – Text of the agreement

The agreement will be drawn up in English. Any amendments or changes to the text of the agreement must be requested in writing by the institution proposing them. If any disagreement regarding the interpretation and application of the agreement arises in the United States, U.S. laws and regulations will be applied. If the disagreement arises in Italy, the laws and regulations of Italy will apply.

As proof of agreement with the foregoing, the present agreement is signed in duplicate.

ON BEHALF OF Chaplin School of
Hospitality & Tourism Management at
Florida International University

Prof. Diann Newman,
Associate Dean of the Chaplin School of
Hospitality & Tourism Management

02/23/2018

ON BEHALF OF UNIVERSITY OF
PALERMO

Prof. Fabio Mazzola
Vice Rector, by virtue of Article 14,
Paragraph 8, of the UNIPA Statute.

PALERMO 23/02/2018

**Chaplin School of Hospitality
and Tourism Management**

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