



LISBON SCHOOL OF ARCHITECTURE
UNIVERSIDADE DE LISBOA

STUDENT EXCHANGE AGREEMENT

between

DALHOUSIE UNIVERSITY
Halifax, Nova Scotia, Canada
on behalf of the
Faculty of Architecture and Planning

and

UNIVERSIDADE DE LISBOA
Lisboa, Portugal
on behalf of the
Faculdade de Arquitectura

A. Background

Dalhousie University, on behalf of the Faculty of Architecture and Planning ("Dalhousie") and Universidade de Lisboa, on behalf of the Lisbon School of Architecture ("Lisboa") acknowledge the value of international cooperation and wish to enrich the educational experience of their Students.

In order to facilitate student exchanges at the graduate level, Dalhousie and Lisboa agree to establish a Student Exchange Program under the following conditions.

1. Number of Exchange Students and Period of Exchange

- 1.1 The academic year at Dalhousie has three terms: Fall Term, from early September until early December; Winter Term, from early January until early April; and Summer Term, with variable class periods ranging from early May to late July. These dates do not include examination periods.
- 1.2 The academic year at Lisboa has two terms: Winter Term, from mid-September until mid-February; and Summer Term, from beginning March to late July. These dates include examination periods.
- 1.3 For the purposes of this Agreement, an academic term at Dalhousie will be considered equivalent to an academic term at Lisboa.
- 1.4 The number of exchange students are for 2 (two) on the Architecture Study Field and 1 (one) on the Interior Architecture study field, nevertheless the parties agree on increasing/decreasing the referred number if students upon consultation. The number of Students from each university participating in the exchange will not necessarily be equal in any given year, but it is expected that the number will be approximately equal over the term of this agreement.

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- 1.5 The period of exchange at Dalhousie shall be during the Fall Term (early September to early December). The period of exchange at Lisboa shall be during the Winter Term (mid-September until mid-February).

2. Scope of the Program, Admission, and Course of Study

- 2.1 The Parties acknowledge that the Agreement is limited to Students enrolled in full time studies in the School of Architecture at Dalhousie (graduate students in the second last year of the professional Architecture program (MArch)) and at the Lisbon School of Architecture (students in the fourth year of the Integrated master in Architecture and/or Interior Architecture).
- 2.2 The Parties acknowledge that Exchange Students under this agreement are limited to registering for courses in the School of Architecture at Dalhousie and at the Lisbon School of Architecture.
- 2.3 The Parties agree that Students selected by the Home University to participate in the Student Exchange Program must:
- (a) Satisfy all language and admission requirements at the Host University;
 - (b) Fulfill other conditions or prerequisites as required; and
 - (c) Enroll as full-time, non-degree status Students at the undergraduate level.
- 2.4 The Home University will be responsible for selecting Students for a period of exchange. In all cases the Host University shall have the final decision on acceptance of those candidates.
- 2.5 No Student will leave on exchange without written approval of the Home and Host Universities.
- 2.6 The program of each Exchange Student will be determined by the Exchange Student in consultation with the course advisor at the Home University, and depends on approval from the Host University. The Host University reserves the right to restrict access to limited enrolment courses and programs.
- 2.7 The language of instruction at Dalhousie is English. The language of instruction at Lisboa is Portuguese and English. The parties agree that the Home University shall ensure that the Students selected for the exchange have the required language proficiency to study at the Host University in the required language of instruction. Either university may inform the other of minimum language requirements for the selection of Students.
- 2.8 The Host University will undertake to provide appropriate academic advice, orientation, counselling and support during the period of exchange.
- 2.9 Upon completion of the period of exchange at the Host University the Exchange Students shall return to the Home University. Any extension of stay for academic purposes must be approved by both universities.

3. Registration, Fees and Governance

- 3.1 At Dalhousie, Exchange Students will be registered as "Visiting Graduate Student." At Lisboa students will be registered as "Exchange Students."
- 3.2 The Host University will provide tuition fee waivers for Exchange Students, making any exchange

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of funds between the two universities unnecessary. Exchange Students will register and pay tuition at their Home University, which will include fees for the use of the library, student centre, and athletic facilities. Additional charges normally paid by Students of the Host University, such as the mandatory public transport pass (UPass) at Dalhousie, the public transport pass at Lisboa, auxiliary fees for summer field courses, workshops, seminars, and specialized athletic instructional classes, will be the responsibility of the Exchange Student, as will responsibility for acquiring the necessary visa documents, and for the payment of passport or other travel fees.

- 3.3 Exchange Students will be governed by the rules and regulations of the Host University.

4. Travel, Housing, Books, Subsistence and Health Insurance

- 4.1 Each Exchange Student will be responsible for the cost of international travel, travel in the host country, housing, books, and subsistence. Each university will make their best efforts to arrange for on-campus housing for the Exchange Students. In the event that on-campus housing is not available, the Host University will provide reasonable information and resources to the Exchange Student to assist them in finding suitable off-campus housing. Each Exchange Student is responsible for reviewing the applicable processes and deadlines related to applying for on-campus housing at the Host University.
- 4.2 All Exchange Students will be required to enroll/participate in the Dalhousie Student Union International Student Health Plan (and the Dalhousie Student Union Health and Dental Plan, if applicable) or provide proof of alternate equivalent insurance coverage for the duration of the exchange period, and will be responsible for the cost of this insurance.
- 4.3 In the event that the Host University is located in a country for which an official travel warning has been issued by the relevant government body, the Home University may, in its sole discretion, do any or all of the following:
- i. require that Students return from a Student Exchange Program that is in progress;
 - ii. suspend the Student Exchange Program for a time agreed to by the Host University;
 - iii. cancel any Exchange Student nominations which were previously approved by the Home University.

5. Program Administration

- 5.1 An individual at each university will be identified as the person responsible for the administration, coordination, and management of the Student Exchange Program. These individuals shall keep each other informed of changes to their programs.
- 5.2 At Dalhousie, this individual will be: Prof. Diogo Burnay, Director, School of Architecture.
- 5.3 At Lisboa, this individual will be: Prof. Maria João Delgado, Coordinator, Exchange and Career Opportunities Office.

6. Promotion and Advertising

- 6.1 Each university will endeavour to publicize the exchange opportunities and to select highly qualified Students studying at their respective universities. Each university may provide a link to the other university's website and distribute each university's promotional materials (when provided by one university to the other), solely for the purpose of publicizing the exchange opportunities. No such additional materials will be created, published or distributed until they have

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been first approved in writing by the parties. Written approvals required by this clause from Dalhousie must be provided by the Assistant Vice-President, Communications and Marketing or the Registrar and Assistant Vice-Provost Student Affairs, and from Lisboa they must be provided by the Exchange and Career Opportunities Office.

7. Academic Record and Accreditation

- 7.1 At the completion of the period of exchange, the Host University will issue official transcripts with final grades for each Exchange Student to the Home University. Academic credit earned will be granted by the Home University, not the Host University.
- 7.2 Each university agrees to disclose to each other the application status and course registration for each Exchange Student as necessary to facilitate and to support the Exchange Students in program selection, academic counselling or other services ancillary to such activities, provided that such Students provide their prior written consent.
- 7.3 Both universities agree to treat all Student information provided under this Agreement as strictly confidential. Such information will be shared and used within the universities only to the extent necessary to fulfill the terms of this Agreement, or as required by law, and shall not be used for any other purpose. The universities shall not disclose such information to any other person or organization without the prior written consent of the Student. Each university will take all necessary steps to protect such information from unauthorized access, use, disclosure or destruction.

8. Period of Agreement

- 8.1 This Agreement commences on the Effective Date and will be reviewed at five-year intervals or more frequently at the written request of either university. It is agreed that if, at the end of the Agreement, no modifications are necessary, a letter to this effect, signed by both parties, will extend the Agreement and its term for an additional five years.
- 8.2 The provisions of this Agreement may be amended at any time by mutual consent in writing by both universities.
- 8.3 Either party may terminate this Agreement upon six months written notice to the person identified in Section 5 of this Agreement, unless Exchange Students are in a period of exchange, or have been scheduled for a period of exchange, in which case, it will follow the completion of Exchange Student placements.
- 8.4 In the event of a dispute or claim arising out of or relating to this Agreement, the matter shall be referred in the first instance to the Vice-President, Government and Global Relations at Dalhousie and to the schools Dean at Lisboa.

9. Force Majeure

- 9.1 Neither party shall be liable to the other or any student or be deemed to be in breach of this agreement as a result of suspension or termination of services, courses, classes or programs caused by reason of fire, strikes, lockouts, riots, weather, unavoidable disaster, war, terrorism, local, regional or global outbreak of disease or other public health emergency, social distancing or quarantine restriction (including, but not limited to COVID-19), damage to the Parties' property, lawful acts of public authorities or for any other cause beyond the reasonable control of either party. Specifically in relation to COVID-19, but not to limit the foregoing, this limitation of liability

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applies to either party's decision, made on an organization-wide basis and in good faith, to control the spread of the virus leading to COVID-19, even if exceeding the then current government requirements.

10. Commitment to Equal Opportunity

- 10.1 Both institutions subscribe to the principle of equal opportunity and do not discriminate on the basis of age, race, colour, religion, sex, sexual orientation, gender identity and expression, physical disability or mental disability, irrational fear of contracting an illness, source of income, family or marital status, political belief, affiliation or activity, ethnic, national or aboriginal origin, creed or association with such protected groups or individuals.

11. Counterparts

- 11.1 This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which taken together constitute one and the same agreement. Signatures delivered in PDF, JPEG or other electronic format or by facsimile shall be effective.

12. Definitions

In this Agreement:

"Agreement" means this document together with Schedules or Appendices;

"Effective Date" means June 1, 2021;

"Exchange" shall mean a one-for-one exchange of Students from each Party;

"Exchange Student" means a Student selected and enrolled at the Host University to participate in the Student Exchange Program;

"Home University" refers to the University at which the Exchange Student is enrolled and from which the Exchange Student intends to graduate;

"Host University" refers to the University which receives the Exchange Student participating in the Student Exchange Program;

"Non-degree" means that the Exchange Student is enrolled in undergraduate level courses without being enrolled in a degree program. Academic credit may be awarded for courses successfully completed at the Host University towards the Student's degree studies at their Home University. The Student is not eligible to obtain a degree from the Host University upon completion of the Student Exchange Program;

"Party" means a Party to this Agreement and "Parties" has a corresponding meaning;

"Student" refers to a person regarded as a student in accordance with policies, statutes and legislation of the Home University;

"Student Exchange Program" refers to the reciprocal arrangement set out in this Agreement whereby each Party can send their Students to study at the other Party's University on a fee-neutral basis and for credit towards a degree at his/her Home University.

Signed on behalf of

Dalhousie University
Halifax, Nova Scotia, Canada



Matt Hebb
Vice-President, Government and Global
Relations

Lisbon School of Architecture
Universidade de Lisboa
Lisboa, Portugal



Prof. Carlos Dias Coelho
Dean of the Lisbon School of Architecture

