

SEMESTER ABROAD PROGRAM AGREEMENT
between St Petersburg Christian University (SPbCU) and _____

I. GENERAL CLAUSE

The SPbCU Semester Abroad Program fits into the Undergraduate academic structure of Saint Petersburg Christian University, hereinafter referred to as SPbCU. This Program is carried out in cooperation between SPbCU and a specific sending institution.

The SPbCU Semester Abroad Program consists of one semester of organized study outside of the student's home college or university for students who are currently enrolled in a degree program. The Sending Institution is responsible for providing earned credits. SPbCU provides local professors, dormitory living space, classroom and other needed facilities.

This agreement further describes and clarifies various aspects of the cooperation between SPbCU and the Sending Institution in the implementation of a Semester Abroad at St Petersburg Christian University.

II. RESPONSIBILITIES OF THE PARTIES

Responsibilities of SPbCU

The program is carried out at SPbCU campus in St. Petersburg. SPbCU provides:

1. The following academic core courses for a total load of up to 12 credits:
 - Russian Language, 3 credits
 - Russian Literature, 3 credits
 - Russian History, 3 credits
 - Russian Art in the Capital of Russian Arts, 3 credits

Each 3 credit hour class indicates three hours of class lecture and an average of 6 hours of homework per week. Each class is taught by a qualified English-speaking instructor.

2. Other optional courses are available by special agreement. Any such course provided by SPbCU will entail an additional tuition fee.
3. All the needed facilities for the successful implementation of the academic program.
4. Opportunities to widen the students' worldview through personal interactions within the Russian culture.
5. Opportunities to clarify, deepen, and strengthen the students' spiritual condition through participation in the spiritual life of our university and of a local Christian community, as well as through the adaptation process in learning to live with and among Christians in another culture.

6. Living space for the students in the dorm. Wherever possible, they will share rooms with local students.
7. General supervision, safety and problem-solving assistance to the students which includes regular meetings with a staff member fluent in English. Once the passport copy has been sent to the university and an application has been submitted for an LOI, the Sending Institution is responsible for the expenses incurred for that LOI even if the student does not, in fact, participate in the Semester Abroad.

Responsibilities of the Sending Institution

The Sending Institution provides:

1. Students with the appropriate academic and interpersonal skills to thrive in this program.
2. Validation of the course credits obtained at SPbCU. The Sending Institution will be the school of record showing the credits on the students' permanent academic record.
3. Finances to cover the program expenditures as described below.

III. FINANCIAL ISSUES

SPbCU provides for:

1. On campus expenditures
 - a. Required registration fees with the local government (including photos and HIV testing).
 - b. Living space in the SPbCU dorm.
 - c. Tuition for up to 12 credit hours per semester in specified, pre-arranged courses.
 - d. Lunch in the cafeteria on days when the university classes are in session.
2. Off-campus activities/expenditures
 - a. Museum fees for assigned course work.
 - b. Official excursions outside of St. Petersburg, as well as approved course related outings.
 - c. One cultural evening event in St Petersburg (which may be a ballet, theater presentation or folk show depending on what is available and other considerations).

The Sending Institution or the student provides for:

1. Travel expenses of the student to and from St.Petersburg.
2. Medical Insurance for the student.
3. Visas and visa fees for the student. This includes expenses for the Letter of Invitation (LOI), which is needed to obtain a visa.¹

¹ Once the passport copy has been sent to the university and an application has been submitted for an LOI, the Sending Institution is responsible for the expenses incurred for that LOI even if the student does not, in fact, participate in the Semester Abroad.

4. Student monthly allotment to cover:
 - a) Meals not provided in SPbCU dining hall.
 - b) Transportation expenses as needed for travel within the city.

The amount of the above expenses will be determined and set by Sending Institution.

5. Financial Concerns

The total fee to be paid to SPbCU for their expenditures, including on-campus and off-campus activities for one semester, is \$_____ (USD) per person.

This amount along with other costs set by the Sending Institution will be collected by the Sending Institution, which will forward \$_____ (USD) to SPbCU in rubles at the beginning of the semester. (Dollars can be exchanged at many locations in the city here.)

6. PERIOD OF VALIDITY AND THE DISCONTINUATION OF THE AGREEMENT

The duration of this program is one semester, which is from _____ to _____, 20___. The agreement is valid from the date of its signing until the end of the program, when students depart from campus and both parties have fulfilled their mutual obligations.

A pre-term repudiation of the agreement on the initiative of one of the parties is possible. In such a case the terms of repudiation should be agreed upon by both parties.

All the disagreements and controversies that arise in the process of fulfillment or discontinuation of this agreement will be resolved extra-judicially by reaching a mutual agreement between the parties.

7. OTHER ISSUES

1. This agreement is signed in duplicate, one copy for each of the parties.
2. Other special details:

7. THE SIGNATURES OF THE PARTIES

SPbCU Rector

On behalf of Sending Institution

Date: _____

Date: _____