

MEMORANDUM OF UNDERSTANDING
between the Catholic Theological Faculty
of the University of Sarajevo
and
the Faculty of Catholic Theology of the University of Münster

The Faculty of Catholic Theology of the University of Münster and the Catholic Theological Faculty of the University of Sarajevo (hereinafter referred to as „the parties“) with this Memorandum express their interest to coordinate and collaborate in academic activities pertaining to effective and mutually beneficial cooperation, to develop academic and cultural exchange and to extensively cooperate towards the internationalisation of higher education.

The parties strive to encourage direct contact between students and staff of their various faculties and institutes. Possible forms of co-operation are:

- I. Exchange of graduate and undergraduate students for study and research
- II. Exchange of faculty members for research, lectures and discussions
- III. Exchange of non-academic staff for exchange of experiences
- IV. Joint research activities
- V. Co-organisation and participation in lectures, seminars and conferences
- VI. Exchange of academic materials and academic publications and information
- VII. Co-operation in administrative issues
- VIII. All other relevant activities of mutual interest

The themes of joint activities, the conditions for utilising the results achieved and the arrangements for specific visits, exchanges and other forms of co-operation will be negotiated separately for each specific case by the concerned parties and will be agreed upon in writing prior to the initiation of the particular programme or activity. Activities to be implemented can be formally incorporated as an addendum to this Memorandum.

It is understood that all financial arrangements between the parties will be negotiated individually on a project-by-project basis and will be detailed in the respective addendum to this Memorandum.

This Memorandum will be effective from the date of signature for an initial period of five years. Thereafter, it shall be automatically extended indefinitely, subject to revision or modification by mutual consent. Amendments to this Memorandum need to be agreed upon in writing to become effective. Either party may terminate this Memorandum by written notification at least six months in advance of the effective date of termination:

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FOR THE FACULTY OF CATHOLIC THEOLOGY
(MÜNSTER)

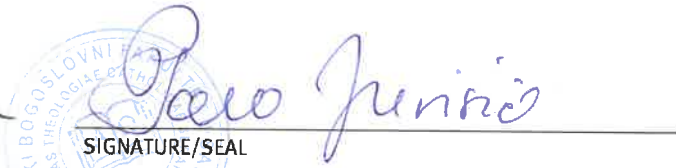

FOR THE CATHOLIC THEOLOGICAL FACULTY
(SARAJEVO)

Münster, 14. 11. 2013
PLACE/DATE

Sarajevo, 2. 12. 2013
PLACE/DATE


SIGNATURE/SEAL

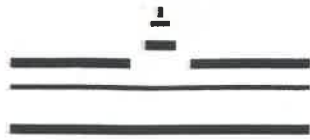

Prof. Dr. Judith Könemann, Vice Dean


SIGNATURE/SEAL


Prof. Dr. Pavo Jurišić, Dean

University of Münster
Faculty of Catholic Theology
Johannisstr. 8-10
48143 Münster
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University of Sarajevo
Catholic Theological Faculty
Josipa Stadlera 5
71 000 Sarajevo
Bosnia and Herzegovina



WESTFÄLISCHE
WILHELMS-UNIVERSITÄT
MÜNSTER

KATOLIČKI TEOLGIJSKI
FAKULTET U SARAJEVU



Broj:..... 1-355 / 2013
Sarajevo..... 30.12 / 2013 god.

AGREEMENT OF ACADEMIC COOPERATION AND STAFF EXCHANGE

**between the Catholic Theological Faculty
of the University of Sarajevo
and
the Faculty of Catholic Theology of the University of Münster**

The Faculty of Catholic Theology of the University of Münster and the Catholic Theological Faculty of the University of Sarajevo, respectively, wishing to strengthen their academic and scholarly links and fruitful cooperation between members of staff of both institutions, agree as follows:

PURPOSE OF THE AGREEMENT AND SCOPE OF THE COOPERATION

1. The purpose of this agreement is to establish cooperative relations between the two universities in areas discussed below.
2. The parties agree to establish academic and scholarly cooperative projects that are of mutual interest to faculties, departments and institutes of each university. These projects may be continued and renewed by mutual consent.

GENERAL AREAS OF COOPERATION

3. Subject to availability of funds both institutions agree to, and shall endeavour to develop the following areas of cooperation:
 - The exchange of (academic and/or non-academic) members of staff for a short, medium, or long period of time, which will guarantee and further scientific and scholarly cooperation;
 - the organisation of joint research activities, which may be supported by the exchange of scientists, scholars, and other staff members;
 - the organisation of joint meetings of researchers, graduate and PhD students from both institutions in the framework of these joint research activities;
 - the organisation of joint conferences, seminars, symposia, summer courses, etc.;
 - the exchange of publications for scientific, scholarly, teaching and information purposes, in order to strengthen the relationship between the two institutions;
 - the exchange of information about congresses, colloquia, conferences and seminars held at either university.

- the organisation of joint meetings of researchers, graduate and PhD students from both institutions in the framework of these joint research activities;
- the organisation of joint conferences, seminars, symposia, summer courses, etc.;
- the exchange of publications for scientific, scholarly, teaching and information purposes, in order to strengthen the relationship between the two institutions;
- the exchange of information about congresses, colloquia, conferences and seminars held at either university.

IMPLEMENTATION

4. All activities according to this Memorandum shall be implemented on the basis of annual work programmes. Each Annual Work Programme shall be negotiated and agreed upon mutually prior to the initiation of the particular activities. The annual work programme shall cover all details, including financial provisions, for the development of each collaborative activity. Both institutions agree that the Annual Work Program shall be approved and formalized through mere exchange of correspondence.
5. Both institutions nominate a coordinator to develop and coordinate the implementation of the Annual Work Programmes and other specific activities as follows:
 - for the Faculty of Catholic Theology of the University of Münster: Prof. Dr. Judith Könnemann, Vice Dean
 - for the Catholic Theological Faculty of the University of Sarajevo : Doc. Dr. Darko Tomašević
6. The annual exchange quota for members of staff is fixed at a total of two staff members and a duration of two weeks per staff member per year.
7. Each institution will provide appropriate counselling and other assistance to the exchange staff.
8. Upon completion of their exchange period at the host university, exchange staff return to the home institution. Any extension of stay must be approved by both institutions.
9. Members of staff taking part in the exchange shall remain employees of their home institutions.
10. Staff members taking part in the exchange are responsible individually to care for a visa and health insurance valid for the country of destination.

FINANCIAL ARRANGEMENTS

11. Both institutions agree that all specific arrangements are to be negotiated and are dependent on the availability of funds.
12. Both institutions agree to seek financial support from national and international organisations for the cooperative activities to be undertaken as stated under the terms of this agreement.
13. The coverage of travel costs, living expenses, salaries, health insurance, visa costs and other financial benefits must be negotiated in each individual case. However, it shall generally be the responsibility of the home institution, unless other arrangements are made, to provide financial support for their members of staff taking part in the exchange.

DURATION, AMENDMENT AND TERMINATION OF THIS AGREEMENT

14. This agreement will be effective from the date of signature for an initial period of five years. Thereafter, it shall be automatically extended indefinitely, subject to revision or modification by mutual consent.
15. This agreement may be amended based upon mutual consent. Amendments need to be agreed upon in writing to become effective.
16. Either party may terminate this agreement by written notification at least six months in advance of the effective date of termination. Any exchanges of students taking place at the time of termination will not be affected; exchange students who already stay at the host institution will be allowed to complete the exchange programme.
17. This agreement is to be executed in English in duplicate, both copies being considered original.

FOR THE FACULTY OF CATHOLIC THEOLOGY
(MÜNSTER)

FOR THE CATHOLIC THEOLOGICAL FACULTY
(SARAJEVO)

Münster, 14. 11. 2013
PLACE/DATE

Sarajevo, 2. 12. 2013.
PLACE/DATE

Judith Könemann
SIGNATURE/SEAL



Pavo Jurišić
SIGNATURE/SEAL



Prof. Dr. Judith Könemann, Vice Dean

Prof. Dr. Pavo Jurišić, Dean

University of Münster

University of Sarajevo

Faculty of Catholic Theology

Catholic Theological Faculty

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WESTFÄLISCHE
WILHELMS-UNIVERSITÄT
MÜNSTER



KATOLIČKI BOGOSLOVNI
FAKULTET U SARAJEVU

Broj: 1-356

AGREEMENT OF STUDENT EXCHANGE

SARAJEVO, 12. 1. 2013
god.

between the Catholic Theological Faculty of the University of Sarajevo and the Faculty of Catholic Theology of the University of Münster

The Faculty of Catholic Theology of the University of Münster and the Catholic Theological Faculty of the University of Sarajevo, respectively, believing that the educational process and international understanding will be mutually enhanced in their respective academic communities hereby agree as follows:

GENERAL REGULATIONS, ELIGIBILITY AND ENROLMENT

1. Each institution may send up to five graduate or undergraduate students each year. Both institutions will strive for a balance regarding the number of students (counted in months) taking part in the exchange. After a period of five years, this balance will be evaluated; imbalances after the fifth year will be resolved by mutual agreement between the two institutions.
2. The home university nominates the candidates for the exchange programme to the host university well in advance before the start of the academic programme. The host institution reserves the right to determine the final admission eligibility of each student nominated by the home institution.
3. Exchange students must satisfy the language proficiency requirements for the chosen course or programme or take appropriate language instruction prior to the beginning of their academic programme, as determined by the regulations of the host university.
4. The period of enrolment for exchange students at the University of Sarajevo will be for one semester or one academic year. The period of enrolment for exchange students at the University of Münster will be for one semester or one academic year.
5. Students from the University of Sarajevo may enrol at the University of Münster - subject to the usual university regulations and policies - in all courses offered by the faculty of catholic theology. Students from the University of Münster may enrol at University of Sarajevo - subject to the usual university regulations and policies - in all courses offered by the faculty of catholic theology. At the host institution, exchange students will have the status of 'non-degree-students'.
6. Any academic credit earned at the host university may be transferred to the home university in accordance with the procedures determined by the latter.
7. Both institutions will appoint coordinators in their respective offices who will execute the agreement and act as contact persons for the exchange students.

5. Students from the University of Sarajevo may enrol at the University of Münster - subject to the usual university regulations and policies - in all courses offered by the faculty of catholic theology. Students from the University of Münster may enrol at University of Sarajevo - subject to the usual university regulations and policies - in all courses offered by the faculty of catholic theology. At the host institution, exchange students will have the status of 'non-degree-students'.
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7. Both institutions will appoint coordinators in their respective offices who will execute the agreement and act as contact persons for the exchange students.

FINANCIAL ARRANGEMENTS

8. Exchange students shall be exempt from paying tuition fees at the host institution. A registration fee might still be applicable, according to the local and national regulations. At the University of Münster exchange students have to pay a social semester fee which includes a semester ticket for public transportation in the greater Münster area and German federal state of North Rhine-Westphalia.
9. Exchange students will be responsible individually for their living expenses, room and board, travel and visa costs, health insurance, books and other personal expenses.

RESOURCES AND REGULATIONS AT THE HOST INSTITUTION

10. All student services and facilities of the host institution will be made available to exchange students.
11. The host institution will assist exchange students in all practical and academic matters, especially concerning accommodation and academic integration.
12. Upon completion of their exchange period at the host university, exchange students return to the home institution. Any extension of stay must be approved by both universities. Non-degree exchange students who want to apply for degree status must reapply to the host institution by submitting a new application according to the procedure applicable at the host institution.
13. Exchange students are subject to the rules and regulations of the host institution. The host institution reserves the right to dismiss an exchange student at any time due to academic or personal misconduct. The dismissal of a student shall not abrogate the agreement regarding other participants.

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