



**UNIVERSITÀ DI NAPOLI
L'ORIENTALE**

**SPECIFIC AGREEMENT FOR THE EXCHANGE OF
FACULTY MEMBERS AND STUDENTS ENTERED
INTO BY AND BETWEEN THE UNIVERSIDADE
FEDERAL DO RIO DE JANEIRO AND UNIVERSITA
DI NAPOLI L'ORIENTALE**

The **UNIVERSIDADE FEDERAL RIO DE JANEIRO**, a legal entity governed by public law and a self-governing university, according to its statute, with head office in the city of Rio de Janeiro, at Rua Antônio Barros de Castro, Cidade Universitária, Parque Tecnológico, Rio de Janeiro, RJ, Brasil, Taxpayer Identification Number CNPJ 33.663.683/0001-16, hereinafter referred to as **UFRJ**, represented herein by its Rector, Prof. **Roberto de Andrade Medronho**, through the "**Faculdade de Letras**"

and

The **UNIVERSITÀ DEGLI STUDI DI NAPOLI "L'ORIENTALE"**, with head office in Via Partenope 10/A - 80121, Napoli, Italy, IVA 00297640633, represented by the Rector, Prof. **Roberto Tottoli**

Hereinafter collectively referred to as the "parties" or individually as a "party", agree to execute this Specific Agreement which shall be governed by the following terms and conditions:

SECTION 1 – PURPOSE

The purpose of this Agreement is to establish the exchange of students and faculty members between the parties.

SECTION 2 – IMPLEMENTATION OF THE EXCHANGE OF STUDENTS

The parties agree upon the following:

1. The student exchange must be managed by the International Relations Office (Mobility Section) at UFRJ's Rector's Office and by its correspondent at each party;
2. Each party may appoint up to 4 undergraduate students or graduate students for exchange every 12 months;
3. The number of exchange students may vary in any year, provided that the exchange balance is reached during the term hereof;
4. Students appointed by the home institution shall be accepted in the exchange program by the host institution;

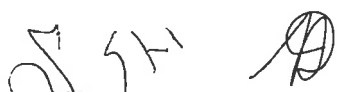
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5. The host institution reserves the right to reject applications from students appointed by the home institution, and such rejection shall be reasonably justified;
1. The exchange student may stay in the host institution for a period of at least 06 and a maximum of 18 months;
6. Every academic credit obtained by exchange students during their stay in the host institution shall be transferred to the home institution in accordance with the rules of the home institution;
7. The host institution shall issue the appropriate documents to each exchange student for the issuance of the student visa in accordance with the laws in force. It is the responsibility of each exchange student to obtain a student visa in their home country in a timely manner;
8. Tuition fees shall be paid to the home institution, and the host institution shall waive tuition fees from exchange students;
9. Exchange students will benefit from the host institution's services, such as libraries, laboratories etc., as regular students;
10. The exchange students shall be responsible for paying all other expenses, including visa, travel and accommodation costs;
11. The exchange students must provide for their own health, accident, repatriation, and liability insurance.

SECTION 3 – IMPLEMENTATION OF THE EXCHANGE OF FACULTY MEMBERS

The parties agree upon the following:

1. The exchange provided herein shall be administered by the parties through the coordinators of this Agreement;
2. Each party shall support the exchange of up to 2 faculty member(s) every 12 months;
3. Faculties in exchange shall draw a specific Work Plan, which shall contain, at least:
 - a. Academic justification;
 - b. Research projects in areas of interest to the host institution, which involve the training of human resources in different levels (undergraduate, graduate – master's and doctor's degree – and post-doctoral degrees);
 - c. Details on the activities related to teaching, research, and extension by the parties;
 - d. Attached CV.
4. The host institution shall not establish, in any case, an employment relationship with faculty members in exchange under this Agreement;
5. The number of faculty members in exchange may vary in any year, provided that the exchange balance is reached during the term hereof;
6. The host institution shall issue the applicable documents to each faculty member participating in the exchange program for the issuance of visas in accordance with the laws in force. It is the responsibility of each participant in the exchange program to obtain the visa in their home country in a timely manner;
7. The faculty members in exchange must provide for their own health, accident, repatriation, and liability insurance;
8. The parties undertake to seek external sources of financing where the implementation of the Work Plan demands additional costs that were not provided for under this Agreement;



9. The parties shall decide who amongst their faculty members is authorized to leave the country pursuant to the criteria established by the parties and under national law.

SECTION 4 – COORDINATORS

- UFRJ: Paula da Costa Caffaro, Professor, Faculdade de Letras
- UniOr: Anna Maria Di Tolla,

SECTION 5 – DISPUTE RESOLUTION

This Agreement is a product of good faith, therefore the resolution of any disputes inherent to the construction and execution of this Agreement shall be transferred to a joint committee composed of the coordinators hereunder, other representatives of the parties, or persons appointed thereby, with no cost to either party. However, when the disputes cannot be solved in a friendly manner, the parties elect the court of justice of the defendant's domicile to mitigate them. The Federal Court of Rio de Janeiro shall have jurisdiction to rule on any disputes arising from this Agreement whenever the defendant is domiciled in Brazil.

SECTION 6 – AMENDMENTS AND ADDITIONAL DOCUMENTS

1. Amendments or variation of any nature shall be established in the Addenda, which shall be an integral part hereof upon signature by the legal representatives of the parties.
2. Regardless of any provisions to the effect herein, the Work Plan and similar additional documents, along with their implementation schedule are an integral part of this Agreement.

SECTION 7 – TERM AND TERMINATION

This Agreement shall be in force as of the date of its last signature and shall be valid for 05 (five) years.

1. In case this Agreement has no effect for the term hereof, it shall be considered terminated;
2. In case this Agreement is still needed, the parties may renew it through Addenda.
3. Either party may terminate this Agreement at any time by mutual agreement or upon six months' prior written notice to the other parties.
 - a) In no case shall such termination affect the activities that are in progress before the effective date of termination.

SECTION 8 – PUBLICATION

With the intent to disclose such public acts, this Agreement shall be published by UFRJ in UFRJ's Newsletter (*Boletim da UFRJ*) and in Brazil's Official Gazette.

IN WITNESS WHEREOF, the parties mutually agree to the contents and conditions set forth above and sign this Agreement in four (04) counterparts, two (02) in English and two (02) in Portuguese, which the parties acknowledge to be authentic.

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UFRJ
UNIVERSIDADE FEDERAL
DO RIO DE JANEIRO

UFRJ PAPA MATAR Digitally signed by
PAPA MATAR
NDIAYE:05178910770
8910770 Date: 2024.10.02
15:16:34 -03'00'

Prof. Roberto de Andrade Medronho, Rector

On ___/___/___



**UNIVERSITÀ DI NAPOLI
L'ORIENTALE**

UniOr

Aut. Guarino
IL PRORETTORE
Augusto Guarino

Prof. Roberto Tottoli, Rector

On 12 / 16 / 2024



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WORK PLAN FOR THE EXCHANGE OF STUDENTS AND FACULTY MEMBERS RELATED TO THE SPECIFIC AGREEMENT BETWEEN UFRJ AND UNIOR

JUSTIFICATION OF THE PROPOSAL

Meet the main objectives of the parties of this Work Plan, which are, in general, to promote comprehensive education, seek and expand knowledge, and preserve and disseminate culture for the benefit of the social body of both parties.

PURPOSE TO BE IMPLEMENTED

The purpose of this work plan is to promote the exchange of students and faculty members between the parties.

GOALS TO BE MET

Students

- 4 students per year.

Faculty Members

- 2 professor(s) per year.

QUALIFICATION OF PARTICIPANTS

- Students duly enrolled at UFRJ and UniOR
- Faculty Members: Professors of UFRJ and UniOR
- Language: Semester Exchange: Arabic B1 – Italian B1 (UNIOR); Arabic B1 – Portuguese B1 (UFRJ)

STEPS AND STAGES OF IMPLEMENTATION

- The steps and stages of implementation described below detail a cycle of research.
- The partial overlapping of cycles is expected, respecting the steps and stages of implementation described below.

Steps/Stages	Estimated Period
1. Appointment and submission of applications of Exchange Students	
1.1. Proactive exchange between the Parties of information on the academic offer and the procedures for appointment and application of Exchange Students	3-6 months before the start of the next stage
1.2. Effective appointment and submission of applications of Exchange Students by the competent bodies of the parties	Beginning of the effective appointment period and submission of applications for Exchange Students
1.3. Exchange of Letters of Acceptance between the Parties issued by their competent bodies and intended for approved Exchange Students	Up to 1 month after the previous stage
2. Student exchange <i>per se</i>	
2.1. Arrival of approved Exchange Students at the Host Institution	7-15 days before the beginning of the semester at the Host Institution
2.2. Registration of the Exchange Students at the Host Institution	

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2.3. Establishment of Study Plan for Exchange Students with the Academic Unit of the Host Institution	Up to 1 week after the previous stage
2.4. Return of Exchange Students to the Home Institution	Up to 15 days after the end of the semester at the Host Institution
2.5. Issuance of Academic Records of Exchange Students by the Host Institution and subsequent submission thereof to the Home Institution.	15 days - 1 month after the end of the previous stage

Faculty Members Exchange

The stages and phases of implementation of the faculty members exchange will be defined on a case-by-case basis by the coordinators of the Agreement, without prejudice to the internal regulations of each party and each country.

ACADEMIC CALENDAR

The dates are approximate and may vary depending on academic year.

UFRJ	UNIOR
FIRST SEMESTER: FEBRUARY 01 st - JULY 5 th SECOND SEMESTER: MID JULY - MID DECEMBER	FIRST SEMESTER: SECOND SEMESTER:

CONTACT INFORMATION

UFRJ	UNIOR
COORDINATOR: Prof. Paula Da Costa Caffaro <paulacaffaro@letras.ufrj.br> MOBILITY SECTOR: Incoming: Incoming@reitoria.ufrj.br Outgoing: Intercambio@reitoria.ufrj.br	COORDINATOR: Prof. Anna Maria Di Tolla <aditolia@unior.it> MOBILITY SECTOR: External Relations:

ESTIMATED START AND END DATE OF IMPLEMENTATION

The implementation of this Work Plan shall begin immediately upon the signature of the Specific Agreement by the Parties and it shall end concurrently with the termination of the aforementioned legal instrument.

UFRJ

Paula da Costa Caffaro

Prof. Paula Da Costa Caffaro
On 24/07/2024

UnIOR

Anna Maria Di Tolla

Prof. Anna Maria Di Tolla
On 19.06.2024