



**MEMORANDUM OF UNDERSTANDING**  
**BETWEEN**  
**DUALE HOCHSCHULE BADEN-WÜRTTEMBERG (DHBW)**  
**AND**  
**RAJAMANGALA UNIVERSITY OF TECHNOLOGY PHRA**  
**NAKHON (RMUTP)**

**A. PURPOSE AND SCOPE**

In recognition of the proven value of international experiences for students, faculty and staff, and to strengthen the existing cultural and educational links between both institutions Duale Hochschule Baden-Württemberg (DHBW) and Rajamangala University of Technology Phra Nakhon (RMUTP) establish this agreement to facilitate educational exchanges between the institutions.

Specific areas of cooperation between the two institutions may include, but are not limited to the following:

- 1) Exchange of students
- 2) Internship programs for students
- 3) Special short-term academic programs
- 4) Exchange of faculty and staff
- 5) Implementation of mutual research projects
- 6) Participation in seminars, workshops and academic meetings
- 7) Implementation of mutual cultural programs

Subject to mutual consent, the area of cooperation includes any program offered at either institution in which the two institutions believe cooperation is feasible and desirable and which could contribute to fostering and developing a mutually beneficial relationship between the two institutions.

Modalities of these opportunities are described below.

## **B. DEFINITIONS**

1. For the purpose of this agreement "exchange students" are students who may study at the host institution and/or complete an internship or project for one semester or one academic year. They will be classified as exchange students and will not be eligible for degree status at the host institution, unless previously agreed by both institutions. The "exchange program" is the program pursuant to this agreement.
2. "Home institution" shall mean the institution at which a student intends to graduate, and "host institution" shall mean the institution which has agreed to accept the student from the home institution.
3. "Faculty" represent the appropriate academic entity at the respective institutions. For the purpose of this agreement "staff" refers to administrative and technical employees of the institutions.

## **C. EXCHANGE OF STUDENTS**

1. Applicants for participation in the exchange program will be selected according to criteria established by the home and the host institution. These applicants will be selected by the home institution and subject to final acceptance by the host institution.
2. All exchange students must be registered and must remain enrolled as full-time degree-seeking at the home institution as a condition of acceptance into the exchange program. Exchange students must be in good academic standing prior to participating in the exchange program. Students are eligible to participate if they have satisfied any language proficiency requirements of the host institution.
3. All students must carry adequate health, emergency evacuation and repatriation insurance coverage to the satisfaction of the host institution.
4. Students participating in the exchange program will not be expected to pay tuition fees at the host institution. Students will pay tuition fee to the home institution in accordance with the policies of that institution.
5. Exchange students will be responsible for making their travel arrangements and shall bear all associated costs including transportation, housing, meals, academic materials, medical care expenses, health insurance, personal expenses, required orientation fees, passport/visa application fees etc.
6. Exchange students will be subject to the rules and regulations of the host institution and the laws of the host country. They will be entitled to regular academic resources and support services generally available to locally enrolled students.
7. The host institution will make every effort to facilitate integration of exchange students into the student life of the host institution.
8. Each institution serving as host institution will provide official academic records to the home institution for all students who participate in the exchange. It is the student's responsibility to sign any required information release forms so that the home institution may obtain information relating to the student's academic progress and attendance at the host institution. The eventual equivalence at the home institution of academic credits earned at the host institution will be established by the home institution.
9. During each academic year of the term of this agreement, the exchange will involve up to four (4) undergraduate student semester units at each institution. One student semester unit will represent one student studying for one semester at the host institution. Therefore, if one student studies at an institution for two semesters, that would account for two student semester units. The number of student semester units may vary in any given year, provided a balance of exchanges is obtained over the term of this agreement.

#### **D. EXCHANGE OF FACULTY AND STAFF**

1. Both institutions agree to encourage faculty and staff participation in exchange program activities from host to host institution. Approval of both institutions will be required for all exchanges.
2. Applicants for participation in the exchange will be selected by the home institution and will be subject to acceptance by the host institution.
3. The period of the exchange will be determined by the purpose of the exchange. The duration of faculty and staff exchanges shall be arranged as appropriate and in accordance with the established rules and practices of the host institution.
4. The conditions of any faculty and staff exchanges will be agreed between the parties prior to the staff exchange commencing. This includes financial responsibilities, insurance coverage, housing etc.
5. Each institution will be responsible for their own costs for the implementation of the above arrangements unless mutually and formally agreed otherwise in written form.

#### **E. COMMUNICATION**

Each institution will designate an individual to coordinate this program and all endeavors that may derive from it. For this purpose,

DHBW designates

Ingela Lundin, International Relations Officer

DHBW Ravensburg, Marienplatz 2, D88212 Ravensburg, Germany

RMUTP designates

Dr. Gumporn Supasettaysa, Director of International Affairs Division

Rajamangala University of Technology Phra Nakhon (RMUTP)

399 Samsen Rd. Vachira Phayaban

Dusit Bangkok 10300 Thailand

Either institution may change its designated liaison officer by written notification to the designated liaison officer of the other institution. The officers will inform each other of the delegation of duties within the respective institutions' staff for the implementation of programs, routine communication, and processing of enrolments and activities.

## F. RENEWAL, REVIEW, TERMINATION AND AMENDMENT OF THE AGREEMENT

1. This agreement should be signed by official representatives of both institutions.
2. It will be effective from the date of the last signature for an initial period of five years. Thereafter, it shall be automatically extended for an additional period of five years at each expiration date unless either party provides written notice to terminate the agreement a minimum of six months prior to the expiration date.
3. Both institutions will be responsible for regularly reviewing the program(s) on a yearly basis. The review is essential in order to make appropriate and mutually agreed modifications as may be required and to identify new opportunities for cooperation in scholarship and research.
4. Either institution reserves the right to withdraw from this agreement by giving six-month written notice to termination. Exchanges planned or in progress when termination is initiated will be satisfactorily completed.
5. Items not covered by the agreement may be raised and negotiated separately by both institutions without abrogating this agreement. Amendments or changes shall be made in writing and signed by the duly authorized representatives of the institutions.
6. If any provision of this agreement is found to conflict with any laws, statutes or regulations in force in the home or host country, such provision will be null and void, but all other provisions without such conflicts shall remain in effect.
7. This agreement has been signed in quadruplicate and each institution will receive two copies.

Duale Hochschule Baden-Württemberg  
(DHBW)

Rajamangala University of Technology  
Phra Nakhom (RMUTP)



Prof. Dr. Martina Klärle  
President

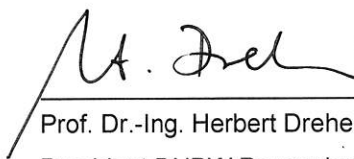
(Date) 10.05.22



Dr. Natworapol Rachsiriwatcharabul  
President

(Date) 16.05.2022

DHBW Ravensburg, 16.05.2022



Prof. Dr.-Ing. Herbert Dreher  
President DHBW Ravensburg

(Date) 16.05.2022



Dr. Prin Boonkanit  
Vice-President for Administrative, Research,  
and Innovation Development

(Date) 16.05.2022