

VELEUČILIŠTE U BJELOVARU			
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14.12.2017.			
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PRIMLJENO	
Datum:	07.12.2017.
Broj:	2901/17

**MEMORANDUM OF INTERNATIONAL COOPERATION**  
**BETWEEN**  
**UNIVERSITY COLLEGE "CEPS - CENTER FOR BUSINESS STUDIES" KISELJAK,**  
**KISELJAK, BOSNIA AND HERZEGOVINA**

**AND**

**BJELOVAR UNIVERSITY OF APPLIED SCIENCE,**  
**BJELOVAR, CROATIA**

**Preamble**

Recognizing the importance of establishing international cooperation in higher education area as well as promoting it at international level through various activities, UNIVERSITY COLLEGE "CEPS - CENTER FOR BUSINESS STUDIES" KISELJAK and BJELOVAR UNIVERSITY OF APPLIED SCIENCE by signing this Memorandum agree upon the following:

**Article 1**  
**Activities**

Bound by the regulations of respective countries of both sides and in accordance with available resources, the following activities are to be realized:

- Participation in diverse Erasmus+ programs as well as projects financed by other funds and grants, with mutual benefits
- Student exchange at all levels of studies
- Exchange of teaching staff and non-teaching staff in accordance with the exchange program
- Joint research activities
- Organization of joint academic and scientific activities, such as courses, conferences, seminars, guidance or lectures
- Exchange of academic material and other information

Details for each of the stated activity are to be defined in a specific contract and by signing it, contract is to become integral part of this Memorandum.

**Article 2**  
**Program Coordinators**

Both parties are to appoint one coordinator for the stated activities. Coordinator's obligation is to provide relevant information to the partner institution, all for the purpose of the efficient conduct of activities stated in this Memorandum.

Partner institutions can also appoint the vice coordinator with the same duties like the coordinator.

**Article 3**  
**Exchange of students, teaching staff and non-teaching staff**

In this Memorandum are stated basic principles of the exchange of students, teaching staff and non-teaching staff such as:

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- It is supposed to be approximately the same number of candidates on both sides of the exchange program
- Each institution is to choose candidates for the exchange program within the institution, in accordance with the set criteria and procedure
  - Each institution reserves the right to approve the candidate suggested by the other party
  - The institution sending the exchange candidates agrees to provide relevant information about the institution that receives the exchange candidates
  - Exchange candidates are to be registered in their home institution, but they are to enjoy privileges of student, teaching staff and non-teaching staff of host institution
  - Possible choice of subjects for students on both institutions is to be approved by home institution so that students can receive credits
  - Exchange candidate is to pay accommodation, transport, books and daily wages
  - Host institution scholarship is not to be paid by the visiting students
  - Each institution will require that its candidates have adequate health insurance coverage according to requirements of the host country.

#### **Article 4**

#### **Duration**

This Memorandum is to last for an indefinite period of time.

Each institution can unilaterally breach this Memorandum in written form, with 6 months notice for termination.

In case of Memorandum breach, all previously agreed and started activities are to be realized.

#### **Article 5**

#### **Transitional and final provisions**

All disputes between both parties are to be resolved mutually, in the spirit of understanding. If a dispute cannot be resolved, the parties acknowledge the competence of the court in Bjelovar.

Memorandum is made out in 2 original copies, one for each party.

Memorandum takes effect on the date of the last signing.

**UNIVERSITY COLLEGE "CEPS –  
CENTER FOR BUSINESS STUDIES"  
KISELJAK**

Date: 07.12.2017.

Signature:

Mirzo Selimić - Director



**BJELOVAR UNIVERSITY OF  
APPLIED SCIENCE**

Date: 14.12.2017.

Signature:

Zrinka Puharić, PhD, MD, Dean



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