

## **Policies for organization of incoming exchange academic mobility program:**

1. The exchange student will be nominated by one institution and subject to acceptance by the other institution. Each exchange student will meet and satisfy the admission procedures of the department or institution/school/college to which he/she applies, as well as the prerequisite for specific courses or programs
2. The number of exchange students is limited only by mutual agreement of partners.
3. Applicants for exchange programs should meet the following general criteria:
  - a) Be a regular student at the home university
  - b) Have GPA of 2.67 and above
  - c) Have a solid command of English (equivalent to IELTS 6.0). If the language of study at home university is English, a letter from the international office/faculty from the home institution is enough. If otherwise - an interview with the applicant will be done.
4. Each student participating in the exchange program follows his/her home university exchange program policy and rules, is waived from tuition fee, admission, fee registration fee at the host university and will be held responsible for the following costs:
  - a) Medical insurance and treatment
  - b) Transportation
  - c) Accommodation and meal
  - d) Visa
  - e) Course material
  - f) Student activity fee (if otherwise not stipulated in the agreement)
  - g) All other costs which may arise during the stay in the host country
5. Exchange students should be a full time students (min. 9, max.18 KIMEP credits per semester if otherwise not stipulated in the agreement)
6. Exchange students prepare in advance their study plan by filling in the Learning Agreement
7. Exchange students are subject to all rules and regulations of the host institution and country
8. Host institution will issues a transcript of grades for exchange students for free and send it to the home institution in a timely manner.