



**AGREEMENT ON THE DOUBLE DEGREE PROGRAM IN
BIOMEDICAL LABORATORY SCIENCE
BETWEEN
UNIVERSITAS MUHAMMADIYAH SEMARANG, INDONESIA
AND
DONGSEO UNIVERSITY, KOREA**



Universitas Muhammadiyah Semarang (UNIMUS) and Dongseo University (DSU), hereinafter referred to individually as University and jointly as the Universities, agree upon the following terms concerning the implementation of an undergraduate double degree program in the field of Biomedical Laboratory Science, hereinafter referred to as the Program.

1. Purpose and Scope of the Agreement

- 1.1. This Agreement is enacted to establish general principles and terms of cooperation between the Universities regarding the implementation of the Program.
- 1.2. The Program's field of study is referred to as Health Analyst at UNIMUS and as Biomedical Laboratory Science at DSU. The Universities must be sanctioned by their respective national education ministries or equivalent governing bodies to provide undergraduate education and confer bachelor's degrees in this field.
- 1.3. The Program shall be implemented in compliance with all binding national laws, internal regulations of each University, and terms of the present Agreement.

2. Program Management

- 2.1. The units responsible for implementing the Program are the Health Analyst major at UNIMUS and the Biomedical Laboratory Science major at DSU, or their academic successors, hereinafter referred to as the Responsible Units.
- 2.2. To facilitate smooth operation of the Program, the Responsible Units shall each appoint one academic staff member responsible for international affairs and one academic coordinator for the Program. Together the appointed members shall comprise the Program Committee.
- 2.3. The Program Committee shall ensure the requirements of each University are met.

3. Program Structure

- 3.1. The Program aims to nurture competent medical laboratory scientists who are specialized in chemical, hematological, immunological, histological, and microbiological analyses of clinical specimens by providing in-depth knowledge and necessary skills.

- 3.2. Completion of the Program requires at least 140 credits (at least 70 credits from UNIMUS and at least 70 credits from DSU). The nominal length of full-time studies shall be 8 semesters (4 years), with the first four semesters spent at UNIMUS and the final four semesters at DSU.
- 3.3. The language of the Program shall be English. Contact work (lectures, seminars, tutorials, etc.), examinations during the semesters, and graduation exams shall all be done in English. To the extent that it is possible, the Universities shall give students in the Program the opportunity to attend introductory courses on their national language and culture.
- 3.4. The Universities have jointly determined and have a common understanding of the skills, knowledge and competencies graduates of the Program should possess. The curriculum of the Program, and any revisions made to it, shall be approved by each University with regard to national and institutional regulations and procedures.
- 3.5. The Responsible Units shall determine which courses from each University may apply as part of the curriculum. This determination shall support transfer-based credit acknowledgements, with up to 70 credits earned in the first 4 semesters of the Program being applicable toward the graduation requirements. Details regarding this determination shall be discussed based on mutual consent of the Universities.
- 3.6. Student mobility is an essential part of the Program. Upon completion, the credits earned at each University shall be approximately equal. All students shall be made aware of this compulsory mobility aspect and informed about associated financial expectations and services. Students shall also be advised regarding relevant academic and administrative requirements.
- 3.7. Instructor mobility may occasionally be organized for short-term visits such as seminars or workshops. Each University is fully responsible for the mobility of its own faculty and staff.
- 3.8. The Program shall be subject to systematic evaluation and quality assurance for its further improvement as stipulated in Section 4 of the Agreement.

4. Quality Assurance

- 4.1. Each University shall follow its own national and institutional quality assurance procedures to ensure the Program maintains high academic standards.
- 4.2. Information relevant to prospective students, enrolled students, and instructors shall be made accessible through the websites of the Responsible Units. The Universities shall also endeavour to make course materials, including syllabi, lecture materials, homework assignments and readings fully available online.

5. Degrees and Diplomas

- 5.1. The title of the degree awarded for successful completion of the Program shall be '*Sarjana Terapan Analisis Kesehatan dan Ahli Madya Analisis Kesehatan*' from UNIMUS and 'Bachelor of Science' from DSU.
- 5.2. Each student who successfully completes the Program shall receive two separate diplomas certifying the education received, one issued and authorized by UNIMUS and the other issued and authorized by DSU.

6. Program Operations

6.1. Admission Conditions and Procedures

- 6.1.1. The Program shall be promoted by both Universities using, among other means, the channels of communication used to promote the education programs offered in the national language at each University.
- 6.1.2. Applicants must hold a high school diploma and have a good command of English to be eligible for the Program.
- 6.1.3. Students shall apply to UNIMUS for the Program. The relevant administrative unit of UNIMUS shall appropriately select and notify successful applicants of their acceptance to the Program. Every selected student who intends to enter the Program shall confirm this intention by concluding a study agreement with UNIMUS.
- 6.1.4. The English proficiency requirement of DSU is a score of TOEFL 530 (or equivalent on an alternative official test). Students in the Program who cannot meet this requirement by the end of their 4th semester at UNIMUS may be conditionally admitted to DSU if they have received a score of at least TOEFL 500 (or equivalent on an alternative official test). To remain in the Program, the students must meet DSU's English proficiency requirement within one semester of their conditional admission.
- 6.1.5. Students admitted to the Program shall be enrolled at both Universities for the entire duration of the Program. The Agreement along with the information provided by UNIMUS about the student's admission shall provide a sufficient basis for initial enrolment in DSU.
- 6.1.6. The minimum number of students to be admitted annually to the Program is 15.

6.2. Academic Progress, Student Examinations and Credit Transfers

- 6.2.1. Each University shall keep appropriate student records for the period in which students in the Program attend their respective Universities. Relevant records, especially those detailing academic achievements, shall be shared with the other University and with all students in the Program individually.
- 6.2.2. Each University formally and fully recognizes the courses offered within the Program, the evaluations of learning outcomes and the credits awarded by the other University.

- 6.2.3. To graduate, students in the Program must satisfy all curriculum requirements, undertake the compulsory mobility period, and receive a positive evaluation on their graduation exams.
- 6.2.4. In case of disagreement regarding the evaluation of the graduation exams, students in the Program have the right to submit an appeal, which shall be dealt with in accordance with policies and regulations of the University at which the work was presented.

6.3. Students' Rights and Responsibilities

- 6.3.1. The rights and responsibilities of students in the Program shall be the same as those of other degree-seeking students at the Universities, and generally the same regulations and procedures shall apply. In particular, students in the Program must comply with the University requirements regarding documentation for registration and for visa (or temporary residence permit) application.
- 6.3.2. Students in the Program shall pay tuition fees directly to the University at which they are studying. Thus, those for the first and second year shall be paid to UNIMUS, and those for the third and fourth year shall be paid to DSU. Tuition and registration fees shall be set by each University separately in accordance with national and institutional regulations. Information on tuition and registration fees shall be provided to the other University at least three months before students enrol in the Program.
- 6.3.3. Students in the Program shall additionally be financially responsible for the following items: international travel expenses incurred in connection with the mobility requirement; local travel, accommodation, and living expenses; books and stationery and general service charges.
- 6.3.4. Students in the Program must purchase health insurance covering the period of their studies abroad. DSU shall provide appropriate information for registration in the national health system or for acquiring other health insurance. Health coverage may be acquired upon registration at DSU.

7. Student Support

- 7.1. Each University shall seek to provide students with the same academic resources and support services available to its other students.
- 7.2. Each University shall provide appropriate and adequate information to incoming students in the Program regarding procedures related to courses, assessments, and appeals. These procedures shall be subject to national and institutional regulations.
- 7.3. The Responsible Units shall ensure students in the Program are provided with consultation concerning general procedures relevant to their studies.

- 7.4. Individual consultation regarding academic content shall be provided by instructors during specified consultation periods, which shall be listed on the websites of the Responsible Units. Students in the Program shall also be able to communicate with their instructors using information technologies.
- 7.5. Specialized offices at the Universities, working within their own capabilities, shall consult with students in the Program regarding opportunities for professional careers or internships.
- 7.6. The Responsible Units or specialized offices of the Universities shall address general social matters (including those arising in connection with accommodations, loans, special needs support, etc.) of students in the Program.

8. Intellectual Property Rights and Confidentiality

- 8.1. Intellectual property rights relating to academic contents shall remain with the University that created the contents. Where existing copyrighted material is used, this must be acknowledged. The providing University shall be responsible for obtaining all necessary third party authorization.
- 8.2. The intellectual property rights of the Bachelor's theses and/or projects developed and presented by students in the Program shall belong to the relevant students.
- 8.3. Neither University shall disclose to a third party any commercial, technical or other information it receives from the other University nor use such information for any purpose outside the scope of this Agreement. This confidentiality obligation pertains to all aforementioned information regardless of the manner or form in which it is disclosed to the University or otherwise obtained by the University. This Agreement and all documents obtained as an outcome of its implementation shall be kept confidential unless permission for disclosure is mutually agreed to in writing by both Universities, in which event only minimal amounts of information shall be disclosed as required or agreed upon.

9. Jurisdiction and Dispute Resolution

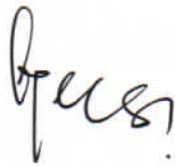
- 9.1. If a dispute arises between the Universities, attempts shall be made to resolve the dispute in good faith. The Program Committee may review the details of the dispute and propose a settlement. If a resolution cannot be reached, the dispute shall be submitted to the relevant courts or legal authorities in the country of the University where the dispute arose.
- 9.2. The Program Committee shall appoint a Committee for Appeals and Grievances if needed. This appointed committee shall handle complaints made by students in the Program, whose complaints shall be resolved according to the local regulations of the receiving University.

10. Renewal, Termination and Amendment of the Agreement

- 10.1. The Agreement shall be in force for a period of five years, starting from the academic year beginning in 2016, provided that all necessary determinations have been duly reached and agreed upon by both Universities. The Agreement may be extended by mutual written consent of the Universities.
- 10.2. Changes and amendments to the Agreement at the time of renewal, or while the Agreement is in effect, must be proposed in writing and approved by both Universities. All changes and amendments approved shall become integral parts of the Agreement.
- 10.3. Either University may withdraw from the Agreement by giving written notice to the other University 24 months in advance. In this case, the University that issues the termination notice must guarantee the students enrolled in the Program will be able to finish the Program.
- 10.4. The agreement is done in duplicate. Each copy is authentic and has equal legal power, one of which is provided to each University.

11. Signatures

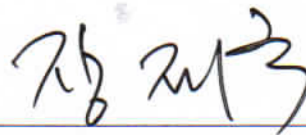
Universitas Muhammadiyah Semarang



Prof. Dr. Masrukhi
Rector

Date: April 4th 2016
Place: Indonesia

Dongseo University



Prof. Dr. Jekuk Chang
President

Date: April 4th 2016
Place: Korea