MEMORANDUM OF AGREEMENT
ON STUDENT EXCHANGES
BETWEEN
UNIVERSITY OF HAWAI'I AT MĀNOA
AND
HAKUOH UNIVERSITY

The University of Hawai‘i at Mānoa and Hakuoh University agree to cooperate on international programs based on the principle of reciprocity. This agreement permits the exchange of students in the belief that research and educational activities at both universities will be enhanced and mutual understanding between faculty, scholars and students will be increased.

1. STUDENT EXCHANGES

1.1 Students may be exchanged subject to the approval of the relevant home and host departments or program coordinators.

1.2 Students to be exchanged will be nominated by their home institution and shall:

1.2.1 be in good academic standing with normally at least a 3.0 (or B) average.
1.2.2 have completed at least one year in a recognized undergraduate program or be enrolled in a recognized graduate program.
1.2.3 be required to enroll in subjects that constitute full-time standing at the host institution.

1.3 Students are to be officially enrolled in their home institutions while they are on exchange.

1.4 Students coming to the University of Hawai‘i at Mānoa will apply as special non-degree students through Mānoa International Exchange (MIX). Applicants are expected to have adequate English language proficiency as reflected by a minimum TOEFL score of 68/520 (a score of 80+/550+ is recommended).

1.5 Students on exchange will be required to abide by the rules and regulations of the host institution.

1.6 Students will have the same privileges provided to full-time students of the host institution while they are on exchange.

1.7 In principle, each university may send up to two students to the other university for a period of one or two semesters every year. In any given year, either university may reduce or increase intake or outflow of students in order to maintain the balance of students/semesters exchanged. Hakuoh University may send additional students via the Hookipa program; these students would follow the same application process but would pay nonresident tuition and receive a 15% tuition scholarship.

1.8 Tuition and Fees

1.8.1 Students will pay regular tuition at their home institution unless exempted.
1.8.2 The host institution will provide tuition scholarships or waivers for exchange students.
1.8.3 Students coming to the University of Hawai‘i at Mānoa will be required to pay student fees (approximately US$220 and subject to change) which are separate from tuition. In addition, students may have to pay lab fees associated with specific courses, book fees, excursion fees, etc.

1.9 Official transcripts of results for each exchange student will be provided to the nominated office at each institution. The home institution will accept transfer credits where appropriate.
2. ARRANGEMENTS FOR VISAS
   The host institution will provide documents necessary for obtaining required visas.

3. HEALTH INSURANCE
   Exchange students will be required to purchase the health insurance provided by the host
   institution or to provide proof of adequate health insurance coverage during their stay.

4. TRAVEL AND EXPENSES
   Exchange students will be responsible for making their own international and domestic travel
   arrangements and associated costs, as well as for expenses involving meals, textbooks, study
   materials, local transportation, personal expenses, passport, visa applications and all other
   general living expenses.

5. LIVING COSTS AND ACCOMMODATIONS
   The host institution will assist in the arrangement of accommodations for exchange students
   by providing housing application forms and/or information on housing alternatives. The host
   institution is not obligated financially or otherwise to provide housing. All living and
   accommodation costs are to be paid by the visiting students.

6. RECEPTION AND ORIENTATION
   Each institution will ensure that adequate arrangements are made for the reception and
   orientation of exchange students.

7. LANGUAGE OF THE AGREEMENT
   If the agreement is provided in the language of both signatories, both documents are of equal
   validity.

8. DURATION AND TERMINATION
   This agreement is in force for five years. Should any revision or modification become
   necessary, a written Amendment signed by both parties will be required. It is understood that
   either institution may terminate the agreement at any time, although such action will only be
   taken after mutual consultation in order to avoid any inconvenience to all parties. After five
   years, this agreement may be renewed if both parties so desire. This agreement shall take
   effect from the date of the latest signature below.

For the University of Hawai'i at Mānoa
Virginia S. Hinshaw
Chancellor
5-18-2010
Date

Reed Dassenbrock
Vice Chancellor for Academic Affairs
5-24-2010
Date

For Hakuoh University
Mayuhi Moriyama
President
May 24, 2010
Date

Joji Kamioka
Chairperson, Board of Trustees
Vice President
5-24-2010
Date