

## Agreement

on the cooperation between the

**Department of Mechanical Engineering  
Technische Universität Ilmenau, Germany**

and the

**Department of Mechanical Engineering  
National Taiwan University, Taiwan**

### 1. Objective

In continuity of the cooperation lasting since 2011 and in the continuous effort of promoting mutual understanding and academic cooperation between the Department of Mechanical Engineering of Technische Universität Ilmenau (hereinafter referred to as TU IL) and the Department of Mechanical Engineering, National Taiwan University (hereinafter referred to as ME NTU) agree on

- co-operation in all faculty/departmental related fields of science of common interest
- exchanging graduate and post-graduate students, professors, scientific co-partners, academic and non-academic staff as well as carrying out common research projects and scientific events
- intensifying scientific cooperation by exchanging publications, teaching material etc.

The collaboration between the two universities will focus in the first instance majorly, but not exclusively, on the exchange of graduate students and academic staff of the respective departments for mechanical engineering.

### 2. Student Exchange

The Student exchange shall be organized as follows:

#### 2.1 Subject Area

Both universities agree to exchange students throughout all subjects related to mechanical engineering and on graduate and post-graduate (doctoral) level research related to the respective departments. All exchange students are entitled to the same rights and are subject to the duties and responsibilities of all other students at the respective institutions.

## **2.2 Number of Exchange Students**

The number of students to be exchanged will be limited to five (5) for graduate and post-graduate students from each institution per academic period (semester/term). This number can be increased by mutual agreement if capacities permit. Each university commits itself to make the necessary efforts to maintain parity in the number of exchange students per institution. The application process and duration as well as related issues will be determined in individual written form separately.

## **2.3 Admission Criteria and Procedure**

Each institution will be responsible for selecting its participating students for the student exchange. Participants must be qualified as full-time students, enrolled in a degree-seeking program at their respective home universities. The selection of students for the exchange program is within the responsibility of the sending institution. Candidates will be selected on the basis of academic merit, language skills and/or professional qualifications. However, the host institute retains the rights of final decision.

The host institution informs the respective home institution about admitted candidates in a timely manner, and confirms or declines the selection.

## **2.4 Duration of Exchange**

The duration of stay for each participating student will be one (1) semester/term or two (2) semesters/terms (an entire academic year).

## **2.5 Period of Instruction**

Winter semester at TU IL, including lectures and exams, typically runs from October to March. Summer semester at TU IL, including lectures and exams, typically runs from April to September. German language classes can be taken during the semester. Preparatory additional German language classes are available before the beginning of the winter semester in August and/or September each year.

Fall semester/term at ME NTU, including lectures and exams, typically runs from September to January. Spring semester/term, including lectures and exams, typically runs from February to June. Chinese language classes take place during the two semesters in each year.

## **2.6 Tuition and Fees**

Students will pay academic tuition and fees to their home institution and will receive tuition waivers from the host institution. They will not be charged for admission fees, tuition or any other charges related to the host institution. Extracurricular course fee, e.g. sport and language course fees can be charged by both universities and are subject to the legal requirements of the respective Universities.

Exchange students admitted to TU IL will enroll at TU IL and pay a “Semester Contribution” (“Semesterbeitrag”) of about 150 € (amount by the date of signing). This is not a university fee, but a charge destined for a national student organization that includes a train pass, the use of the sport complex, access to meals and housing discounts, and other social and cultural services. Exchange students admitted to ME NTU will enroll at ME NTU and pay a “NTU Wireless Network” of about 600 TWD per semester (amount by the date of signing).

### **2.7 Recognition of Academic Credits and Official Transcripts**

Prior to their studies abroad, students under the exchange program shall obtain a Learning Agreement signed both by the advisory professor at their home institute and by the host professor at the host institute. Students participating in this exchange program can enroll in a full academic schedule in each institute. At the TU IL, 30 hours of work will be rewarded with one (1) credit–point. At the NTU, 18 hours of lecture will be rewarded with one (1) credit. According to the students study regulations, it is recommended to achieve 30 credits per semester at TU IL. Students should take at least 2 courses or 4 credits per semester during the fall and/or spring semester and might combine these with practical work on projects. In additions, more courses can be suggested to or taken by the student and added inside the Learning Agreement to promote student’s research capability at the host institution.

Academic credits and grades received by the students will be recognized by each institution. Each partner will provide all the necessary academic information in order to comply with this. An academic transcript will be transfered to the home institution upon completion of the students’ period of study at the host institution.

The home institution may convert grades in accordance to the home institution’s grading system. Each university recognizes the credits offered by the other university in accordance with its own regulations.

### **2.8 Financial Agreements and Responsibilities**

The students will be responsible for all expenses that result from the exchange, including travel expenses, study materials, room, board etc. The host institution will not be responsible for providing financial support to exchange students. The students will be responsible in general for the organization of their exchange and travels, including obtaining the required visas and other necessary documents.

Each university will endeavor to support the students from the partner university in preparing their exchange and during their stay abroad. The host institution will be assisting by providing the for the necessary visa required information. Students will be assigned an advisor for academic, social and practical matters by the host institution. Academic and/or attendance problems will be dealt with by the host institution for the duration of the exchange.

## **2.9 Student Accommodation**

During the length of the program, TU IL will assist ME NTU students in finding accommodation in dormitory/residence halls at the price normally charged to students at TU IL.

During the length of the program, ME NTU will assist TU IL students in finding either accommodation in dormitory/residence halls at the price normally charged to students at NTU, or other suitable housing in the private market, for which students will pay the landlord directly.

## **2.10 Student Health Insurance**

Each exchange student will be responsible for purchasing health insurance with the coverage in accordance to national or institutional regulations of the host institution.

## **2.11 Student Status**

In addition to the enrollment at the home university, students participating in the student exchange will enroll at the host university during their studies abroad.

Exchange students will have the same rights and privileges as students at the host university and will be subject to the same rules and regulations, including disciplinary proceedings at the host university during their stay.

## **3. Exchange of Academic and Non-academic Personnel**

Both parties will encourage the exchange of academic and non-academic personnel, for participation in, but not limited to, seminars, workshops, exhibitions, meetings and short-term special courses in areas of common interest for both institutions. Approval of both institutions will be required for all exchanges.

Exchange of personnel may take place on a one-for-one basis for either a semester or an academic year or a portion thereof set by the nature of the exchange agreement.

Visiting personnel will usually be paid by their home institution and will be financially responsible for all living expenses in the host country (including rent, food, transportation, health insurance and art supplies) unless other arrangements have been made and have been specifically agreed upon in writing by the participating institutions.

The host institution will assist visiting personnel in securing housing and will offer work space. Exchange personnel will be responsible for obtaining any necessary visas and otherwise complying with all residence acts and regulations of their host country. The host institution will assist in these efforts, but cannot take any responsibility for the granting of visas, work or residence permits or approval.

Social Security coverage will be ensured prior to the exchange under the statutory provisions of the home and host institutions in cooperation with the exchange personnel.

#### **4. Research and Scientific Projects**

Both partners will cooperate in the development of joint research and scientific projects in disciplines and fields of mutual interest. For any scientific publication and articles the visiting student or visiting staff contributed significantly, the rules of academic fairness apply so, that the visiting student or staff shall be granted at least co-authorship. In analogue manner this applies to students or staff at the home university who contributed to the contents of the publication. Intellectual property rights will be respected. If through the actual cooperation activities of this agreement further regulations are necessary, both parties will act to specify such regulations. Details and conditions will be captured in written text.

#### **5. Program and Institutional Coordinators**

For the purposes of the execution and implementation of this agreement, both parties agree to designate their respective Program Coordinators in accordance to their institutional mechanisms.

##### **5.1 Technische Universität Ilmenau**

###### **Program Coordinator**

Name: Prof. Eberhard Manske  
Position: Director of  
Institute of Process-Meas. and Sensor-Tech.  
Department: Mechanical Engineering  
Address: PF 10 05 65, 98684 Ilmenau, Germany  
Telephone / Fax: +49 3677 69 / +49 3677 69  
E-mail: Eberhard.Manske@tu-ilmenau.de  
Homepage: [www.tu-ilmenau.de/pms](http://www.tu-ilmenau.de/pms)

###### **Institutional Coordinator**

Name: Sophia Siegfried  
Position: Head of the International Office  
Division: TU Ilmenau International School  
Address: PF 10 05 65, 98684 Ilmenau, Germany  
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E-mail: [sophia.siegfried@tu-ilmenau.de](mailto:sophia.siegfried@tu-ilmenau.de)  
Homepage: [www.tu-ilmenau.de/international](http://www.tu-ilmenau.de/international)

## 5.2 National Taiwan University

### Program Coordinator

Name: Liang-Chia Chen  
Position: Distinguished Professor  
Faculty: Mechanical Engineering  
Address: No. 1 Sec. 4, Roosevelt Rd, Taipei, Taiwan, 106  
Telephone / Fax: +886-2-3366-2721  
Email: lchen@ntu.edu.tw  
Homepage: <http://140.112.14.7/~aoi/members.html>

### Institutional Coordinator

Name: Hsiao-Wei Yuan  
Position: Vice President for International Affairs  
Faculty: Office of International Affairs  
Address: No. 1 Sec. 4, Roosevelt Rd, Taipei, Taiwan, 106  
Telephone / Fax: +886-2-3366-2007  
Email: oia@ntu.edu.tw  
Homepage: <https://oia.ntu.edu.tw/>

## 6. Amendments and Modifications

This agreement might be extended or modified with prior agreement between both parties. No modification or amendment to this agreement shall be valid unless the same is made in writing jointly by the institutions and their authorized representatives and specifically stating the same to be a modification of or respectively an amendment to this agreement. To simplify administration, amendments specifying the collaboration in specific subject areas will be attached to this agreement with the specification of "appendix No. x" and will be signed of each partner by the specific program coordinator of the new collaboration area and the rector/president of both partner universities. Modifications and any appendices have to be signed by the legal representatives of each partner, e.g. the deans and rectors/presidents.

## 7. Duration, Extension and Termination

This agreement will be valid on the date of signing. Either institution may terminate the agreement by providing six (6) months' prior notice to the other in writing. However, care must be taken so that no on-going and agreed actions are affected.

## 8. Intellectual Property

Both universities agree that, in the event of research collaboration leading to patent rights, copyrights or other intellectual property rights, a further written agreement shall be negotiated in each case in accordance with the intellectual property policies of the two universities.

### 9. Governing Laws and Conflict Resolution

The parties will mutually assist and cooperate to ensure that the activities within this agreement program comply with the respective applicable laws. TU IL and ME NTU expressly agree that any disputes arising will be settled in an amicable way.

### 10. Additional Clause

This document has been printed in two (2) identical copies; each party retains one copy of this agreement. In witness of the terms of the agreement, and intending to be legally bound, signatures of the following authorized representatives of the parties are affixed.

Date: **13. OKT. 2020**

Place: Ilmenau



Prof. Dr.-Ing. Habil. E. Manske  
Coordinator  
Department of Mechanical Engineering  
Technische Universität Ilmenau

Date:

Place: Taipei



Prof. Dr. Liang-Chia Chen  
Coordinator  
Department of Mechanical Engineering  
National Taiwan University

Date: **15. OKT. 2020**

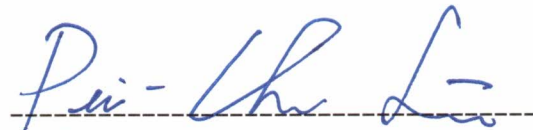
Place: Ilmenau



Prof. Dr.-Ing. Habil. Thomas Fröhlich  
Dean  
Department of Mechanical Engineering  
Technische Universität Ilmenau

Date:

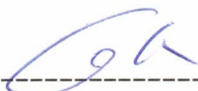
Place: Taipei



Prof. Dr. Pei-Chun Lin  
Chair  
Department of Mechanical Engineering  
National Taiwan University

Date: **19. OKT. 2020**

Place: Ilmenau



Univ.-Prof.-Ing. habil. Kai-Uwe Sattler  
Interim President  
Technische Universität Ilmenau

Date:

Place: Taipei



Prof. Dr. Chung-Ming Kuan  
President  
National Taiwan University