

Woxsen University

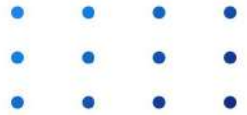
Global Student Mobility: Terms and Conditions

Application to, and participation in, one of Woxsen University - Global Student Mobility is subject to the following terms and conditions:

- 1 Going on exchange is a privilege, not a right.
- 2 Although Woxsen University will accept you to participate in student exchange, the officials at the Host Institution will make the final decision regarding the outcome of your application.
- 3 Woxsen University will disclose the relevant personal and educational information you have provided to the Host Institution for the purpose of facilitating your exchange. This information may be subject to the privacy policy of the host country.
- 4 You are responsible for checking Woxsen's email account regularly.
- 5 If your global experience impacts the start of the following semester at Woxsen, you will be responsible for obtaining any content of missed classes and assignments, informing appropriate scholars of your absence, and enrolling in Woxsen University courses before the appropriate deadlines.
- 6 Throughout your experience, you will abide by the standards, policies and regulations of any Host institution forming part of this program. If you fail to meet or comply with the relevant standards, policies or rules of the Host Institution, or otherwise cause concern, these organizations may inform Woxsen University of your conduct.
- 7 You are responsible for researching and understanding the full financial results involved in your exchange program and agree to pay all required fees in full by the published deadline to the appropriate recipients.
- 8 You will not finalize travel (purchase flights in full, pay for
 - You receive approval from Woxsen
 - Any course equivalency requests have been approved by your faculty
 - You have received an official letter of acceptance from Host Institution
 - Obtain a student visa or other entry permit (if applicable).
- 9 You are responsible for managing your own residence, transport, passport and visas with your exchange.
- 10 You are responsible for complying with all entry requirements for any host country/countries you are transiting through.
- 11 You are responsible for ensuring that the health and travel insurance is required by the Host Institution.
- 12 You are responsible for your own safety and security while travelling to the host institution.

Russell Belk Centre for
International Relations
global@woxsen.edu.in

Course, Enrolment and Credit- Semester based Exchange:



- 1 You are responsible for obtaining permission for the courses you intend to study at Host Institution and obtaining permission from your Faculty for any changes to these courses while you are studying.
- 2 Neither Woxsen University nor Host Institution can guarantee that courses for which you have received approval (from Woxsen academic advisors) will be available at the time of enrolment at the Host Institution.
- 3 You are responsible for arranging alternative assessment at the Host institution if the standard assessment/exam period conflicts with Woxsen University semester that follows your exchange.
- 4 Failing a course(s) while participating in an exchange program may result in an extension of your Woxsen University program.
- 5 You are responsible for ensuring that you are correctly enrolled in Woxsen University to receive credits towards your Woxsen University degree for any course you undertake.
- 6 You are responsible for ensuring that the official academic transcript is provided by the Host Institution to Woxsen University to enable credit to be processed, and you are responsible for ensuring that your Woxsen University academic record reflects these credits within six months upon completion of your exchange.
- 7 You understand that undertaking an exchange program in the last semester of your current degree program will likely delay your graduation due to the fact that timeframes for receiving the official academic transcript from Host Institution may not align with Woxsen University graduation deadline.

Russell Belk Centre for
International Relations
global@woxsen.edu.in