#### **INTERNATIONAL PROGRAM AFFILIATION AGREEMENT**

**FOR STUDY ABROAD**

## PROGRAM OBJECTIVES

### A. In recognition of the mutual benefits of scholastic interaction between them, and in the spirit of mutual cooperation and understanding,

The City University of New York (“CUNY”), located at 205 East 42nd Street, New York, New York 10017, United States of America, on behalf of Queens College, an educational unit of CUNY located at 65-30 Kissena Blvd. Flushing, NY 11367**,** United States of America,

~ and ~

Hellenic American University ("HAUNIV") based in the State of New Hampshire in the United States, located at 436 Amherst Street, Nashua, New Hampshire, 03063,licensed and approved by the Department of Higher Education, Higher Education Commission of the State of New Hampshire and offering its academic programs in Greece through the Hellenic American College (“HAEC”), located at Massalias 22 Street, 10680, Athens,

agree to this international program affiliation agreement (the “Agreement”) for the purpose of hosting CUNY students studying abroad (“Study Abroad Students”).

B. For the purposes of the Agreement, the party sending students shall be referred to as the “Home Institution.”

C. For the purposes of the Agreement, the party receiving students shall be referred to as the “Host Institution.”

**II**. **ACADEMIC PROGRAM**

1. The program of study covered by the Agreement is described as follows:

HAUNIV will offer semester (Spring/ Fall) and short term (Winter/ Summer I/ Summer II) study abroad options available both to undergraduate and graduate students. CUNY students will be able to register to HAUNIV courses, as offered in every academic term. The list of available subjects includes Business, Engineering, English Language & Literature, Informatics, Music, Psychology, and all our General Education Categories (Art & Humanities, Global-Environmental & Sustainability Topics, Interdisciplinary & Intercultural Studies, Math & Analytics, Languages, Sciences, and Social Sciences.

B. At least ninety (90) days prior to the commencement of each academic term that this Agreement is in effect,the parties will establish the courses to be offered, the exact program dates and other details pertinent to the Program.

1. The Host Institution will guarantee space in the Program for the Study Abroad Students.

D. The Home Institution of each Study Abroad Student will approve the course of study to be undertaken at the Host Institution prior to departure of the Study Abroad Student.

E. No later than two (2) weeks after the end of each academic term that the Agreement is in effect,the Host Institution will forward a record of the courses and grades received by each Study Abroad Student to the Home Institution.

F. The Home Institution will maintain final responsibility for the awarding of grades and for establishing the requirements for matriculation, promotion, and graduation of Study Abroad Students. The Home Institution will maintain all academic records and issue transcripts in accordance with its policies.

**III**. **ADMINISTRATION OF PROGRAM**

A. Each party will appoint a director who will be responsible for the coordination and administration of the Program (“Director”).

B. Faculty and/or administrators from the Home Institution may make periodic on‑site visitations to the Host Institution.

C. The Directors or other designees of the parties will be responsible for regular supervision of the Study Abroad Students.

D. The Host Institution will provide student support services and academic counseling for all Study Abroad Students. Such services and counseling will be comparable to those normally provided to its own students of the same academic level in the department to which a particular student is assigned.

E. The Home Institution will publicize the Program on its campus.

F. The Home Institution will provide registration services for Study Abroad Students, including financial aid counseling and services as appropriate.

G. The Home Institution will provide pre‑departure orientation for Study Abroad Students.

###### IV. STUDY ABROAD STUDENTS

1. The anticipated enrollment pursuant to the Agreement is approximately thirty (30) Study Abroad Students per academic year for the Winter and Summer Sessions, along with the Semester/Year long Program.
2. The parties will determine the number of Study Abroad Students based on the availability of openings and the number of qualified applicants interested in participating in the Program.
3. The Home Institution will provide the Host Institution with a list of students nominated for participation in the Program for the upcoming academic year.The Host Institution reserves the right to approve such nominated students. The parties will agree on a final list of Study Abroad Students no later than sixty (60) days before the start of the academic year.
4. Eligibility requirements for Study Abroad Students are as follows:
5. 2.5 Minimum GPA.
6. Must be a student in good standing and fulfill any program prerequisites.
7. Must be enrolled full-time at CUNY.
8. Must have no holds on their records.
9. Study Abroad Students shall have the same privileges and shall enjoy the same medical, sports and other amenities as other students enrolled at the Host Institution.
10. Study Abroad Students shall be subject to the policies, rules, and regulations of the Host Institution.

**V.** **TUITION AND FEES**

A. The Home Institution shall pay tuition and fees on behalf of the Study Abroad Students to the Host Institution as listed in Exhibit A.

B. The parties will establish procedures and timetables for timely transfers of funds.

# VI. EXPENSES OF STUDY ABROAD STUDENTS

Study Abroad Students are directly responsible for all expenses *not* included in Exhibit A, including meals and personal expenses.

**VII**. **HEALTH INSURANCE**

1. Before a Study Abroad Student’s departure from the country where the Home Institution is located, the Home Institution will require the Study Abroad Student to have medical insurance or equivalent access to medical services valid for use both while traveling to and from the Host Institution and while studying at the Host Institution, to cover the Study Abroad Student during the entire period of his/her participation in the Program. Costs for such services shall be borne by the Study Abroad Student.
2. The Host Institution agrees to make emergency medical services available to each Study Abroad Student. Any costs for such services shall be borne by the Study Abroad Student.

**VIII. MODIFICATIONS**

* 1. The terms of the Agreement may be modified by mutual written consent at any time.
	2. The parties recognize that the Agreement's operation may be suspended for reasons related to health and/or security, including but not limited to epidemics and pandemics, political hostilities, and natural disasters. If such a situation should arise while students are abroad, necessitating the suspension of operation of this Agreement, necessary actions will be taken by both parties to protect the health and safety of all participants.

**IX. TERM**

1. The initial term of the Agreement shall be for three (3) years from June 1, 2023, to May 31, 2026.
2. Either party shall have the option to extend the term of the Agreement by written mutual consent for up to two (2) additional terms of two (2) academic years each.
3. Either party may terminate the Agreement by providing written notice of its intention to terminate at least ninety (90) calendar days prior to the start of a new term unless exigent circumstances require a shorter notice period.

D. Any Study Abroad Student whose agreed upon program of study extends beyond the termination date proposed shall be allowed to complete his or her program of study.

**X.** **DATA PROTECTION**

1. As used herein, “Applicable Data Protection Legislation” means all legislation (whether primary or secondary), law, regulations, and codes of practice relating to data protection and privacy applicable to that party, including, but not limited to, the European Union’s General Data Protection Regulation (GDPR) and United States laws such as the Clery Act, Title IX, and the Family Educational Rights and Privacy Act (FERPA).

1. Each party shall endeavor to comply with (and provide reasonable assistance to the other to assist them to comply with) its obligations under Applicable Data Protection Legislation.

1. Each party shall be responsible for ensuring that each student (and any prospective student whose personal data is provided to the other party pursuant to the Agreement) understands and agrees, before the transfer of any personal data about them, that their personal data will be used by and shared between the parties only for the purposes of the Program and as necessary for the performance by the parties of their respective obligations to the student under the Program in accordance with the privacy policies of the respective parties, and, to the extent possible, in accordance with Applicable Data Protection Legislation.

1. Such student data will be kept and maintained only to the extent that is necessary under Applicable Data Protection Legislation or to the extent that a student has given their consent to such processing.

1. Each party shall respond appropriately and in accordance with Applicable Data Protection Legislation to any request or complaint which is received by it about the processing of student data, shall immediately notify the other party of any such request or complaint (particularly where regulatory enforcement action, legal proceedings or other action is likely to result), and shall provide reasonable assistance to the other party.
2. Each party shall not retain student data for longer than necessary consistent with the Applicable Data Protection Legislation and shall take such measures or restrictions that will meet the requirements of Applicable Data Protection Legislation unless otherwise required by other laws or regulations.

**XI.** **AUTHORIZATION**

The persons executing the Agreement on behalf of their respective institutions represent that they are duly authorized to do so.

Hellenic American University

By:

 Dr. Leonidas Tzonis

 Executive Vice President and CFO

Date:

 The City University of New York

 on behalf of Queens College

Approved As To Form

 By:

 Frank H. Wu

CUNY Office of General Counsel President, Queens College

 Date:

Date

**Exhibit A**

The Home Institution shall pay tuition and fees on behalf of the Study Abroad Students to the Host Institution as follows:

1. Academic Semester

The price per student is 9,950.00 USD.

*Cost includes:*

● Tuition for up to 15 credits. Credits beyond 15 will be charged on a per credit basis using the tuition rate for the applicable academic program the student attends;

● Application process;

● Housing in shared room in fully furnished apartments with kitchen facilities (single supplement is 2,700 USD per semester);

● Student services fee;

● Transportation from Athens International Airport;

● Orientation;

● On-site advisor;

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| **Line Item** | **Cost** |
| Tuition | $4,200 |
| Accommodation | $5,425 |
| Application Fee | $75 |
| Student Services Fee | $200 |
| Airport Pick Up | $50 |

*Cost does not include:*

● Student’s insurance.

● Board.

● Airfare cost to and from Athens.

1. Summer and Winter Academic Terms

The price per student is 3,450.00 USD for a 3-week term (Summer or Winter).

*Cost includes:*

● Tuition for up to 6 credits. Credits beyond these numbers will be charged on a per credit basis using the tuition rate for the applicable academic program the student attends;

● Application process;

● Housing in shared room in fully furnished apartments with kitchen facilities (single supplement is 600 USD);

● Student services fee;

● Transportation from Athens International Airport;

● Orientation;

● On-site advisor.

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| **Line Item** | **Cost** |
| Tuition | $1,680 |
| Accommodation | $1,445 |
| Application Fee | $75 |
| Student Services Fee | $200 |
| Airport Pick Up | $50 |

*Cost does not include:*

● Student’s insurance

● Board

● Airfare cost to and from Athens

1. A Walk Across Greece

This experiential learning course is offered intensively over the span of one week prior to the start of each summer term. The course takes students on a journey across the country for a series of interactive excursions exploring the history of Greece through day hikes, walking tours, and guided visits to regional museums, historical sites and famous monuments. Traveling from the Homeric epic of the Bronze age to the 19th century War of Independence, students follow the footprints of 5,000 years of history, covering over 1,000 kilometers of geography with on-site lectures and group discussions.

The price per student is 2,050.00 USD for 1-week.

*Cost includes:*

● Tuition for 3 credits (1 week);

● Transfer in a coach during the one week of traveling;

● Entrance tickets to all points of interest of the course (archaeological sites, museums, etc.);

● Housing is shared room in hotels for up to 6 (six) overnight stays across Greece (single supplement may be possible, will be determined on a case by case basis, and will be billed directly to student). Breakfast is included;

● Orientation;

*Cost does not include:*

● Student’s insurance.

● Board.

● Airfare cost to and from Athens.

HAUNIV will bill the total cost to CUNY for the agreed number of students. The payment will be due within 30 days from the receipt of invoice. Withdrawal refunds will be handled according to the HAUNIV refund policy. Unexpected costs (e.g. apartment damages) that may occur will be invoiced directly to the student by the end of the applicable term.

**Tuition Refund Policy**

Tuition is refundable according to Hellenic American University policies published on the official Catalog or as follows. Participants withdrawing from classes in Academic Semester programs (Fall or Spring) will be eligible for a tuition refund on the following basis:

* Participants who withdraw on or before the last weekday before the 1st day of classes will receive a 100% tuition refund.
* Participants who withdraw during the 1st week of classes will receive a 75% tuition refund.
* Participants who withdraw during the 2nd week of classes will receive a 25% tuition refund.
* Participants who withdraw during the 3rd week of classes or after will not receive a tuition refund.

Summer/Winter Term participants withdrawing from classes will be eligible for a tuition refund on the following basis:

* Participants who withdraw on or before the last weekday before the 1st day of classes will receive a 100% tuition refund.
* Participants who withdraw on the 1st day of classes will receive a 50% tuition refund.
* Participants who withdraw after the 1st day of classes will not receive a tuition refund.

**Housing Refund Policy**

Housing fees are refundable up to 30 days prior to the arrival date.

**Transcript Release**

All transcripts will be released together after the end of the academic semester/ term and when all financial obligations have been fulfilled. When released, all transcripts will be sent to CUNY.