Agreement of Cooperation

Parties of the Agreement

Board of Regents of the Nevada System of Higher Education (NSHE) on behalf of the University of Nevada, Reno (UNR) and the University Studies Abroad Consortium (USAC)
represented by Carmelo Urza
University of Nevada, Reno
1664 North Virginia St.
Reno, Nevada 89557
("USAC")

and

Charles University in Prague, address: Ovocný trh 5, 116 36 Prague 1, represented by Jan Podroužek, M.A., head of the Institute of Language and Preparatory Studies (Ústav jazykové a odborné přípravy),
address: Vratislavova 10, 128 00 Prague 2, Czech Republic
IC: 00216208
("UJOP")

I.
Purpose

1.1. This is to establish an agreement for the development of collaborative academic and cultural activities, that will be governed by the following clauses.

II.
Responsibilities of each party

2.1. USAC will:
   a) inform ÚJOP of the dates of its programs at least two months before the beginning of each academic term,
   b) inform ÚJOP about the curricula it will offer at least two months before the beginning of each academic term,
   c) compensate the UJOP for organizing the two-week long intensive Czech language course at the beginning of each academic semester and for organizing a regular 45 hour Czech language course for each fall and spring semester and the 15 hour course during the summer session,
   d) assign the Czech language lessons only to UJOP and will organize no own lessons of the Czech language in the programs organized by USAC in the Czech Republic,
   e) appoint a Director of its academic program who will be the USAC liaison with ÚJOP,
   f) obtain student health insurance for its students,
g) take care of all transportation issues and all other services aimed at the well-being of its students,
h) furnish the rooms mentioned in paragraph 2.2.c.

2.2 UJOP Responsibilities:

a) ÚJOP will guarantee staffing of the Czech language courses that will be offered to USAC students (2 groups per 45 teaching hours during the two-week long intensive Czech language course at the beginning of each academic semester, regular 45 teaching hour Czech language course for each fall and spring semester and the 15 teaching hour course during the summer session). These classes will not exceed 15 students per class.
b) ÚJOP will provide students with appropriate study materials for Czech language lessons.
c) ÚJOP and USAC will develop the program in two classrooms in the 2nd floor of the building in Legerova St. 5, Prague 2, and also in one room with internet access and a telephone line for the USAC Director of the program. It will be USAC’s responsibility to pay for telephone charges, photocopying and other such expenses.
d) ÚJOP will guarantee basic cleaning, incl. toilet paper, towel and soap supply.
e) ÚJOP will guarantee appropriate academic level in teaching of foreign language.
f) ÚJOP will ensure that letters of admission at Charles University will be issued to USAC students for purpose of applying for student visa (Visa Letter) no later than three workdays after lists of students and all necessary data have been received. It will also ensure that the Charles University Student ID Card will be issued to every USAC student in cooperation with the Charles University Informational Center (Informační centrum UK).

III. Finances

3.1. For the education services specified above, USAC will pay a total of CZK 652,880 (approx. 31,000.00 USD) USAC reserves the right to cancel courses with inadequate enrollment and deduct that cost from the yearly fee, furthermore USAC will pay an appropriate additional amount if it needs additional classes (CZK 1500 per teaching hour if the additional classroom was provided, and CZK 1250 if the additional courses were taught in the usually used classrooms).

50% of this amount will be paid at the beginning of January of each year. The other 50% is payable on July 1 of each year. The payments will be made by money transfer to the ÚJOP’s bank account, in CZK:

Name of the Account: ÚJOP UK
Bank Address: Komerční banka, Na Příkopě 33, Praha 1
Number of the Account: 83732011/0100
IBAN: CZ6001000000000083732011
Swift Code: KOMB CZ PP

3.2. The prices stated in this paragraph shall be modified annually according to the inflation rate announced by the Czech Statistical Office. The prices modified as such will be applied to the following year. Any changes in financial matters must be announced in writing and approved by both subjects.
IV.
Contract Duration

4.1. This contract comes into force on August 1, 2012 and is valid until July 31, 2015. The agreement may be cancelled by either of the parties with six months notification.

And, as proof of conformity with the preceding, the present Agreement of Collaboration is signed, in Reno, Nevada and in Prague, Czech Republic with one copy of the same remaining in the possession of each of the parties.

VI.
Other arrangements

[Handwritten signature]
for UJOP UK Prague
14-11-2012

[Handwritten signature]
for the Board of Regents of the Nevada System of Higher Education on behalf of the University of Nevada, Reno

[Handwritten signature]
Philemona McCaffrey
UNIVERSITY CONTROLLER

[Handwritten signature]
Date 7-3-12

[Handwritten signature]
Director, University Studies Abroad Consortium
Dr. Carmelo Urza

[Handwritten signature]
Date 7-19-12