



**COOPERATION AGREEMENT
BETWEEN
UNIVERSITY OF VERONA
GRADUATE SCHOOL
AND
UNIVERSITY OF COLOGNE
a.r.t.e.s. Graduate School for the Humanities Cologne**

INTERNATIONAL EXCHANGE PROGRAMME

The Graduate School of the University of Verona, represented by its Director, Prof. Alfredo Guglielmi (hereinafter referred to also as "UNIVR"), and a.r.t.e.s. Graduate School for the Humanities Cologne, represented by its Director, Prof. Dr. Andreas Speer (hereinafter referred to as the "Parties"), recognising the educational and cultural exchanges that could mutually benefit the two Institutions, enter into this agreement to facilitate the exchange of their respective doctoral students and academic staff.

ART. 1

Purpose of the Agreement

The general purpose of this Agreement is to establish specific educational links and cooperation between the two Parties in order to facilitate academic and scientific connections and enrich cultural understanding between the two countries involved.

For this purpose, the Parties agree upon the following forms of collaboration:

- a. To develop common research in fields of mutual interest;
- b. To receive doctoral students and academic staff from the partner Institution for agreed periods of study and/or research;
- c. To organise and mutually participate in academic meetings, symposia and seminars;
- d. Mutual exchange of experiences and information regarding teaching programmes and academic methods and techniques;

Each Institution will provide scientific and material support in accordance with these aims, and will designate a Programme Coordinator to oversee and facilitate the implementation of this Agreement.

For the Graduate School at UNIVR, the person responsible for implementing this Agreement will be the Coordinator of the PhD programme in Linguistics. For Cologne University, the person responsible for implementing this Agreement will be Professor in Digital Humanities, Øyvind Eide. This person will be included in the composition of the Teaching Committee of the Italian PhD programme.

ART. 2

Academic and cultural cooperation

The two Institutions agree on the principle of exchanging doctoral students and academic staff. Specifically, the programme exchange will concern doctoral students enrolled in the PhD Programme in Linguistics (coordinator: Prof. Stefan Rabanus) and PhD programme in Foreign Literatures and Languages (coordinator: Prof. Anna Bognolo) at UNIVR and doctoral students enrolled in a.r.t.e.s. Graduate School for the Humanities Cologne.

Each Institution will be responsible for providing funds to cover the travel expenses, board and lodging costs of its own members participating in the International Exchange Programme initiated by this Agreement. The Parties shall not be responsible for any private arrangements made between participating staff members concerning exchange of accommodation, vehicles, etc.



ART. 3

Doctoral students and academic staff exchanges

Subject to the availability of interested, suitable candidates, each Institution will send up to 2 doctoral students to the partner Institution each academic year during the period of the agreement. Each exchange will be for the duration of one or two semesters.

Each University will offer incoming students the possibility to attend lessons, academic meetings, symposia and seminars, and agrees to register incoming doctoral students who are accepted under this Agreement as visiting students for the entire duration of their exchange. They will have access to the same facilities as home students (such as libraries, desks and printing facilities) and will be invited to attend seminars, lectures and other events organised by both the PhD programmes at the University of Verona and a.r.t.e.s. Graduate School for the Humanities Cologne. They will be exempt from Host Institution fees, except for fixed fees established by the university's regulations in force and required by law. The incoming students will be included in relevant research groups at the Host Institution and are expected to share their work through presentations and discussions.

At the end of their exchange period at the Host Institution, doctoral students will not be provided with an official transcript but a nominative letter stating the activities carried out during the period of their stay and the lectures and seminars attended. Such a letter, signed by the relevant authority, will be issued for each student participating in this International Exchange Programme.

All doctoral students and academic staff who participate in the International Exchange Programme are required to purchase suitable accident and health insurance and any other insurance required by the Host University or the country in which the host university is located. The insurance must cover the entire duration of their stay abroad.

The Parties shall agree on the number of doctoral students that each university will send out and accept from the other university, six (6) months prior to their departure. Doctoral students will be subject to the academic requirements and rules of conduct of the Host University. The Home University will advise its own students of the Host University's academic and cultural expectations.

In addition to the procedure reported above, the Parties will promote the stipulation of bilateral agreements for doctoral thesis joint supervisions (Co-tutelle de Thèse) in order to allow PhD students of both institutions to attend a co-tutored programme and obtain a double/joint degree at the end of it. Rules and procedure which regulate the joint supervision will be reported in a specific Agreement that will be signed for each single interested PhD student.

ART. 4

Services

In the spirit of exchange, the Parties will endeavour to facilitate the admission procedures, academic progress, physical relocation and cultural orientation of the students and academic members accepted under this Agreement, in particular by providing:

- a. Access to university facilities (such as libraries, local language courses and canteens);
- b. Information on health insurance requirements and the extent of the medical cover;
- c. Assistance in finding accommodation;
- d. Documents necessary for obtaining the appropriate visa.

The Host Institution does not guarantee accommodation on campus for incoming doctoral students. However, every effort will be made to assist students in obtaining accommodation within a reasonable distance from campus.

Doctoral students from the Home University will be responsible for:

- a. Paying their Home University tuition fees prior to participating in the International Exchange Programme;
- b. Paying for their own room and board in the host country, including utility bills;
- c. Organising and paying for transport to, from and within the Host University;



- d. Arranging and paying for suitable medical insurance;
- e. Any expenses in excess of their medical insurance cover;
- f. Purchasing any required textbooks, clothing and personal items;
- g. Obtaining and paying for the appropriate visa;
- h. Settling all other debts incurred by them or on their behalf during their student exchange or regarding their participation in the International Exchange Programme, as applicable.

ART. 5

Reviewing the International Exchange Programme

The Parties will be responsible for reviewing this International Exchange Programme annually in order to make appropriate and mutually agreed modifications as may be required.

ART 6

Regulations for reference and resolution of disputes

For any matters not specified in this Agreement for inter-university cooperation, please refer to the laws in force in the respective countries, and in particular the internal regulations in the field of doctoral studies issued by the Institutions in Partnership.

The signatory Institutions commit to amicably solve any disputes that may arise regarding this Agreement.

Should it not be possible to reach an agreement in this manner, and for any disputes that may arise between the Parties concerning the interpretation, execution and/or validity of this Agreement, will be submitted to a board of arbitration of three (3) members. Each party will appoint a member, these members will appoint a independent third member, who will act as chairman. The arbitral proceedings shall be ritual and based upon current regulations. Decisions will be binding to all parties.

ART. 7

Duration and language of the Agreement

This Agreement for inter-university cooperation comes into force from the date it is signed by both Parties. It will be valid for five years and may be renewed in accordance with the Parties' wishes. Either Party may terminate the Agreement at any time and for any reason by notifying the other Institution six (6) months in advance. Notice of termination will not affect any individual students or faculty members who have already commenced or been accepted by either Institution. The Agreement may be amended at any time by the mutual consent of the Parties.

This Agreement is written and signed in two original copies in English. Each Party will receive one original signed by both Institutions.

Any notice or other communications concerning the Agreement must be made in writing.

ART. 8

Annex

The following Annex is an integral part of this Agreement:

Annex - Facilities and equipment made available by the Parties for PhD students participating in the International Exchange Programme

SIGNED: 25.05.2022



Annex

Facilities and equipment made available by the Parties for PhD students participating in the International Exchange Programme

PhD Programme in Linguistics and PhD Programme in Foreign Languages and Literatures, University of Verona

Laboratories	<ul style="list-style-type: none"> - <i>Language, Text and Cognition (LaTeC)</i>: profs.lettere.univr.it/latec - <i>Laboratorio di Lessico di Linguistica e Linguistica Storica</i>: www.linguisticslab.org - <i>Digital Humanities Verona</i>: filologiadigitale-verona.it - <i>Project "Mambrino"</i>: www.mambrino.it
Libraries	Library "A. Frinzi" (Polo Umanistico Economico Giuridico): about 180.000 volumes in the main location plus 250.000 at departmental libraries; access to main e-journals and e-books as well as interlibrary loans/document services.
Database	about 100 databases in the humanities
IT facilities	access to IT-facilities for students, faculty and guests; services include e-mail, access to internal Wi-Fi and eduroam, library services etc.
Other	

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Laboratories	<ul style="list-style-type: none"> - ZIP pool - Virtual reality lab at the RRZK - Archaeoinformatics lab at the Institute for Archaeology - Hardware lab at the Institute for Digital Humanities
Libraries	<ul style="list-style-type: none"> - Universitäts- und Stadtbibliothek Köln - Institute Library for Digital Humanities
Database	A large number of databases in many different disciplines, including systems under development at the Institute for Digital Humanities, at the Cologne Centre for eHumanities, and beyond.
IT facilities	<ul style="list-style-type: none"> - Standard student equipment: email, Wi-Fi, computer pools, printer services - Access to hardware including 3D scanners and printers, VR equipment, as well as microcontrollers with sensors and other electronic equipment for experimental development.
Other	

Information on the foreign partner

Collaborations between the Parties in the last five years: There is a large number of different cooperation activities, short term as well as long term, between the two universities, covering most areas of the humanities and social sciences, including but not limited to Erasmus+ exchange, PhD students exchange, guest researcher visits, cooperative projects, and co-organised workshops.