

BIOFUTURES SCHOLARS PROGRAM EXCHANGE
arranged through
The Canadian Faculties of Agriculture and Veterinary Medicine

LETTER OF INTENT

Whereas:

The agricultural economy is increasingly national and international, regions of the country face challenges that may not be noted in other regions.

Therefore:

Canadian students of agriculture would benefit from

- a knowledge of issues and opportunities in agriculture, rural communities and science applied to another region of the country
- the opportunity to experience a different Canadian culture and university lifestyle and develop a broader network of colleagues and friends
- ability to take advantage of specialized expertise and resources at individual Canadian university agricultural programs that may not be available at the Home University

Agriculture stakeholders would benefit from

- Graduates who have increased depth and breadth of knowledge & experience from across Canada
- Improved leadership development in our graduates
- More mobile graduates
- Increased profile for agricultural education through promotion of these awards

Our Institutions would benefit from

- Increased awareness and communication among agricultural faculties of the different educational opportunities available
- Increased collaboration and mobility among the agricultural faculties of students at both the undergraduate and graduate levels
- Increased numbers of students willing to participate in international exchanges and scholarship

Therefore:

The Deans of the Canadian Faculties of Agriculture recognized that we can offer a special educational opportunity by facilitating exchange of students among our Institutions, and agreed at the April 2007 meeting of CFAVM to initiate a new exchange program that allows students to “experience being Canadian in another province”.

The parties agree on the following terms:

1. Definitions

In this Agreement:

Exchange shall mean reciprocal exchange of students between all the institutions; Student shall mean undergraduate students only, unless otherwise specified;

Home University shall mean the institution in which the student is enrolled as a candidate for a degree;

Host University shall mean the institution, which has agreed to receive the exchange students from the Home University.

Institutions means those Universities who, through their respective Deans, are signatories to this Agreement.

2. The exchange period will be one academic semester. To be eligible, students must be in good standing in their Home University.

3. The Institutions agree to accept undergraduate degree level courses as equivalent to ensure transferability of credits. Courses taken at the Host University that do not transfer for direct course credit equivalency at the Home University may be assigned elective credit. Students should consult with their home institution prior to embarking on the transfer to ensure that the courses taken at the host institution are appropriate for their program.

4. Each Institution will appoint a Biofutures Exchange Coordinator, who will be responsible for administering the program, facilitating contact between exchange and home Students, and providing information to other Biofutures Exchange Coordinators on specific institutional procedures, and liaising with the CFAVM as requested. The name and contact information of this individual will be updated annually.

5. Each Institution will have a target of six students per year, according to competition guidelines set by the individual Institution. The process is to be clear and transparent, and communicated to the other Institutions. Students must be enrolled in an

undergraduate degree program within a CFAVM faculty, and apply in their second or third year for an Exchange during the following academic year.

6. Over the term of this Agreement it is expected that a balanced number of Students would attend each Institution. The Deans will review numbers annually and may modify guidelines to ensure equal representation.

7. The Student will have access to the same services as would be normally provided to students at the Host University, such as athletic facilities, library, campus health services, and information technology services.

8. Tuition and ancillary fees will be paid at the Home University. The Student is required to pay student service and related fees at the Host University, according to their standard policies for exchange students. Students are responsible for ensuring that they have appropriate health insurance at the Host University.

9. It is understood that the Host University:
a. May set specific requirements for Students it hosts;
b. May reject a student nominated by the Home University, for any reason.

10. The Host University will exempt exchange students from tuition and application fees.

11. The Host University will assist in finding accommodation for Students.

12. The Student is responsible for all costs of living while on the Exchange.

13. The Host University is responsible for clearly communicating additional costs and level of support provided to Students to the other Institutions at least six months in advance of each semester of the Exchange, and to each Student accepted.

14. The Student is responsible for all travel and accommodation costs. However, the Home University may provide funding, as available, to assist with travel costs for Students participating in the Exchange semester.

15. The Host University will endeavour to meet the Student at the nearest airport or other travel point, on request, and will provide appropriate orientation to the Host University and community. The Student will be assisted with integration into on-going Host University activities throughout the Exchange semester.

16. On successful completion of the Exchange semester, the Student will be provided with a certificate developed by the CFAVM which states that the Student has participated in a Biofutures Exchange program, gives a brief description of the program, and is signed as appropriate by the Host University and Home University. Program completion requires successful completion of at least three courses (standard three-credit university equivalent per course) during the Exchange semester.

17. In those instances where the Host University and the Home University use a different language as the mode of instruction, the Student must provide evidence of his/her ability to function in the academic setting in the second language to the Host University. This file is to be provided prior to the beginning of the Exchange semester.

18. The Host University is responsible for sending the academic record of the Student to the Home University in a timely fashion on completion of the Exchange semester. The Home University is responsible for informing the Host University of any issues affecting student registration, including non-payment of tuition fees. All students participating in the Exchange must first consent to this transfer of the academic record.

19. The Host University will provide an academic advisor, ideally in the program of interest, for each Student accepted to the Exchange program to ensure appropriate courses are selected.

20. Each Student is expected to adhere to the academic and non-academic standards of the Host University. Such standards will be clearly communicated to the Student at the initial orientation. Students in violation of standards will be dealt with in the same fashion as students at the Host University. Any disciplinary action taken at the Host University will be communicated to the Home University.

21. The Deans of the agricultural faculties will work together to develop an appropriate website link for the program. The website will profile the scholarship, and describe the unique features of each Institution and agricultural community.

22. Each Institution will provide information on the Biofutures program on their website, and suitably publicize the program and students. Each Institution will provide information on the progress of current and post-exchange Students to assist with future promotion.

DURATION AND SCOPE:

This agreement will remain in place for five (5) years upon signature of all parties. It will be reviewed and can be amended annually, with the agreement of all parties, providing for a lead time of one academic year for any major changes.