

## **AGREEMENT OF COOPERATION**

**between**

**GRIFFITH UNIVERSITY**

**and**

**CHOSUN UNIVERSITY**

**Griffith University** ("Griffith"), Queensland, Australia, and **Chosun University** ("CU"), Gwangju, Republic of Korea, individually a party and collectively parties to this Agreement of Cooperation ("Agreement") agree to collaborate on the following educational arrangements.

### **PREAMBLE**

This Agreement may cover academic study tours, English language programs, and the Study Abroad Program at Griffith. Other areas of cooperation identified will be further considered and agreed in writing between the parties prior to the initiation of any particular activity.

Student selection for program participation will be undertaken by CU which will assume full responsibility for all expenses and other resources required for such activity. Any literature used for this purpose that includes the Griffith logo will be subject to approval by the Office of the Vice President (Global), Griffith University.

### **1. ENGLISH AND ACADEMIC STUDY TOURS FOR GROUPS**

The International Development Unit (IDU) at Griffith will develop and deliver customised academic study tours at Griffith for CU. Each study tour can be tailored specifically to an area of interest specified by CU and will include English language study options (in open or closed classes), delivered by the Griffith English Language Institute (GELI). Cultural activities, field trips and excursions can also be incorporated.

The specific terms of cooperation with IDU, and all associated fees for the study tours, including local transfers and accommodation, are subject to further consideration and will be agreed upon in writing between IDU and CU.

### **2. INTENSIVE ENGLISH LANGUAGE PROGRAM**

Under this Agreement, CU students can apply directly to undertake an intensive English language program at GELI. Students can start with any English proficiency level and study for a period suited to their needs. They will be placed in a class based on their level of ability and proficiency test results. CU students who do not have proficiency test results at the time of application will be requested to take the free online Griffith English Test in order to determine their class placement.

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CU students enrolling in this program will develop language skills for everyday communication: speaking, listening, reading, writing, grammar and vocabulary, and pronunciation. In the advanced levels, CU students will also practise academic skills.

### **Program features**

- Participants will receive 20 hours of face-to-face learning or, if in the Republic of Korea, in GELI's virtual classroom, plus an additional five hours of independent learning specially designed to complement the week's classroom lessons.
- The class sizes are small and CU students will receive personal attention from their teachers and can progress quickly through their studies.
- Additional extra-curricular workshops and activities will be available for CU students to participate in during their free time.
- Further information about GELI can be found at: [griffith.edu.au/international/griffith-english-language-institute](http://griffith.edu.au/international/griffith-english-language-institute)

### **Certification**

GELI will provide certification to all students regarding the number of weeks they studied in the English language program. There is no minimum number of weeks required for a completion certificate.

Upon completion of the English language program, regardless of course length, GELI will issue a document in accordance with the English Language Intensive Courses for Overseas Students (ELICOS) Standards 2018. The document will:

- indicate the CRICOS course name, the registered ELICOS provider and contact details, dates of study, course duration, levels of achievement or proficiency, authorised signature, and name of signatory,
- include a plain English explanation of the terms used in awarding grades.

### **Program fees**

Total program fees will vary depending on the number of weeks students are enrolled. Individual students are responsible for payment to Griffith for their program fees.

## **3. STUDY ABROAD**

The Griffith Study Abroad Program is for students who would like to undertake academic study at Griffith for either one, two or three trimesters following their English language study.

### **Admission**

- Griffith International Admissions, the Griffith office responsible for processing Study Abroad applications, will use their best endeavours to provide decisions within 10 working days of receipt. The effectiveness of the admissions procedure will be subject to review as required.
- Students will need to demonstrate their academic proficiency by a certified academic transcript and will be admitted, subject to meeting the relevant entry requirements, including the English language entry requirement.
- At the time of signing this Agreement, the English language entry requirement for the undergraduate Study Abroad Program is a minimum overall score of 6.0 IELTS (Academic) with no sub-score less than 5.5, or equivalent.
- CU students who do not meet this English language entry requirement may apply to enrol in the Direct Entry Program (DEP) conducted by GELI. Upon successful

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completion of DEP students will have met the English language proficiency requirement to enter the Study Abroad Program directly, without needing to sit an external proficiency test. GELI will also provide a certificate to students who have successfully completed DEP.

- Further details of the Study Abroad Program and entry requirements can be found at: [griffith.edu.au/international/global-mobility/inbound/how-to-apply/study-abroad-program](http://griffith.edu.au/international/global-mobility/inbound/how-to-apply/study-abroad-program).

### ***Enrolment and academic transcripts***

- Students will normally select their courses from the full range of courses available at Griffith and will be provided with dedicated course selection and enrolment support.
- Griffith will provide each student with an academic transcript or certificate of grades on the completion of their study program. Academic credit transfer is the responsibility of CU. Griffith is a registered user of My eEquals, a cloud-based platform that allows institutions to facilitate a verified digital student record exchange. On the completion of study at Griffith, students will be given access to their Official Academic Transcript via the My eEquals portal, which can then be shared securely with third parties or other My eEquals registered institutions. Each Official Academic Transcript will include the courses studied and grades achieved. Academic assessment for courses studied at Griffith is based on the Assessment Policy of Griffith University.

### ***Support for Study Abroad students***

CU students will have access to free English language support programs throughout their studies in the Griffith Study Abroad Program, including English HELP. Through the Griffith Mates activities program CU students can participate in events and activities enabling them to improve their English, engage with the broader student community, and integrate into university life. Further information can be found at: [griffith.edu.au/internationalisation/griffith-english-language-enhancement-strategy](http://griffith.edu.au/internationalisation/griffith-english-language-enhancement-strategy).

### ***Tuition fees***

The published fees for the Study Abroad Program will be set annually by Griffith. Some Study Abroad courses may involve additional expenses including, but not limited to, course-specific fees, textbooks, materials, and equipment. Individual students are responsible for payment to Griffith for the Study Abroad tuition fees.

## **4. GENERAL**

### ***Visas***

CU students will be responsible for obtaining an appropriate visa for the length of their study at Griffith in Australia.

### ***Health cover***

CU students will be required to have adequate health insurance during their stay in Australia. Griffith works with Allianz Global Assistance for the provision of Overseas Student Health Cover for student visa holders, which is included in the fees outlined in the student Letter of Offer. Students are able to find alternative cover for the duration of their student visa but will need to provide evidence of this with their acceptance into the Griffith program. Individual students are responsible for payment to Griffith for OSHC.

### ***Transport***

CU students are responsible for the cost of their international and domestic air travel. Students commencing in the Study Abroad Program or directly in the English language program at GELI are eligible for airport reception and transportation upon arrival in Australia from either Brisbane or Gold Coast airports to their booked accommodation free of charge. This service

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should be booked in a timely manner prior to arrival by following the booking procedure set out in the information provided at: [griffith.edu.au/accommodation/homestay/student-information/airport-reception](http://griffith.edu.au/accommodation/homestay/student-information/airport-reception)

Students participating in a study tour organised by IDU are subject to the terms of the agreement between IDU and CU.

### ***Accommodation and housing***

Griffith will provide information to CU students regarding student accommodation options. Students are responsible for the cost of their accommodation while studying at Griffith. Options include on-campus (depending on program timing and duration), homestay or off-campus accommodation. Students who wish to apply for on-campus or homestay accommodation should follow the application process as set out at: [griffith.edu.au/accommodation](http://griffith.edu.au/accommodation).

### ***Pre-departure and orientation***

CU will provide students with pre-departure instructions, guidance and information regarding Australia, Griffith, and their program of study. At Griffith, students will be required to participate in relevant orientation activities prior to commencement of study.

### ***University liaison***

Griffith International will act as the official liaison between CU students and various administrative and academic offices at Griffith.

### ***Policies***

The standard Griffith policies will apply to students enrolled at Griffith. Students will be provided with the same academic resources, support services, rights and duties as are normally provided to other students of the same academic level at Griffith.

### ***Digital trust and privacy plan***

- Both parties agree to take measures to prevent unauthorised use or disclosure of personal information collected or accessed in connection with this Agreement and will have in place documented policies and procedures, which will be regularly reviewed, tested and updated, as appropriate, encompassing the administrative, physical and technical safeguards in place and relevant to the access, use, loss, alteration, disclosure, storage, destruction and control of information, and will comply with applicable privacy laws.
- Griffith values the privacy of every individual's personal information and is committed to protecting personal information. Griffith will manage personal information in accord with its Privacy Plan, available at: [griffith.edu.au/about-griffith/corporate-governance/plans-publications/griffith-university-privacy-plan](http://griffith.edu.au/about-griffith/corporate-governance/plans-publications/griffith-university-privacy-plan).

## **5. ADMINISTRATION**

- This Agreement will remain in effect for a period of three (3) years from latest date of signature. Six (6) months prior to its end date the parties will undertake a review and a decision will be made following that review as to whether a new agreement will be entered into. That new agreement will be the subject of a separate formal agreement and may consist of different terms and conditions to this Agreement.
- During the period of this Agreement, amendments or modifications may be made at any time by either party. Any such amendments or modifications are to be in writing and are subject to being accepted by the authorising officer at each institution.

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- Either party may also terminate this Agreement by giving six (6) months' notice in writing. The termination of this Agreement will allow for any participating students who have commenced at Griffith to complete their approved program of study. Any CU students enrolled at Griffith under the terms of this Agreement at the time of termination, will be permitted to complete their studies under the same terms that were in place at the time of their admission, unless previously agreed otherwise.
  - Both parties have nominated appropriate people to coordinate the programs and activities to be conducted under this Agreement as listed in the attached Schedule of Contacts. These contact details may be amended as required without affecting the purpose of this Agreement as a whole.
  - This Agreement may be executed with electronic signatures and distributed by electronic transmission. Delivery by electronic transmission in portable document format (PDF) is as effective as delivery of an originally executed Agreement.



SIGNED FOR AND ON BEHALF OF:

**Griffith University** by:



Professor Sarah Todd  
Vice President (Global)

**Name of Partner** by:

Professor Min Young-don  
President

Date Nov 15, 2021

Date 2021/11/15

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## SCHEDULE OF CONTACTS

### GRIFFITH UNIVERSITY

**Primary contact:**

International Partnerships, Griffith International  
Griffith University  
Gold Coast campus QLD 4222  
Australia

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### CHOSUN UNIVERSITY

**Primary contact:**

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