

APPENDIX 1

TO THE AGREEMENT ON COOPERATION WITHIN THE FRAMEWORK OF DOUBLE DEGREE PROGRAM BETWEEN SAMARA STATE TECHNICAL UNIVERSITY (RUSSIA) AND KAAKKOIS-SUOMEN AMMATTIKORKEAKOULU, SOUTH-EASTERN FINLAND UNIVERSITY OF APPLIED SCIENCES (FINLAND)

1. BACHELOR DEGREE PROGRAM IN BUILDING SERVICE ENGINEERING AT SOUTH-EASTERN FINLAND UNIVERSITY OF APPLIED SCIENCES

- 1.1 Building services engineering guarantees safe, healthy and pleasant indoor air in buildings, dependable water supply services as well as functional lightning, electrical and communication systems. During the studies in this program, the students are provided with the versatile abilities to work in different tasks of HVAC engineering (heating, ventilating and air conditioning).
- 1.2 The degree program consists of 240 ECTS.
- 1.3 The Students study in XAMK for two semesters in the frames of this Agreement. Within this time frame each student is expected to complete the compulsory professional studies (60 ECTS), and Bachelor's Theses (15 ECTS) as well as practical training (5 ECTS).
- 1.4 The Students are accepted and enrolled as degree students of "Building Services Engineering" bachelor degree program and receive degree study rights for the period of 2 years.
- 1.5 After successfully completed studies and fulfilling the practical training requirements, a student is awarded an Insinööri AMK/ Bachelor of Engineering degree of XAMK. However, to qualify for the degree the Student has to provide a copy of the degree certificate received on graduation from the home institution.

2. ADMISSION PROCEDURE

- 2.1 Application period: 15.09.2019 – 1.11.2019
- 2.2 Only students of the Institute of Civil Engineering have right to participate in the double degree program in Building Services Engineering, unless otherwise agreed separately.
- 2.3 The sending institution shall select eligible students and send the list of these students by e-mail to XAMK (petteri.jarvela@xamk.fi)
- 2.4 XAMK shall organize the English language test for these students in April in St. Petersburg. The exact date of the test will be announced the latest one month prior to the test. The results of the language test will be announced as soon as possible after the test. The students who have passed the language test are eligible to apply to the double degree program. In case the language test is not arranged due to any reason, the students will have to prove language proficiency by presenting English language certificate (minimum B2 in accordance with CEFR) issued by the sending university or other authorized party (as described in p.2.6)
- 2.5 The sending institutions shall nominate the selected students via online nomination platform at www.xamk.fi/en/education/exchange-application/
- 2.6 An applicant shall fill the online application form and attach the required documents.
The required enclosures are:
 - Copy of transcript of records with at least 160 ECTS/ 5 semesters of studies completed at the sending institution and a Study Certificate proving a valid study right
 - Copy of IELTS or original TOEFL score report or other language test including a language test arranged by XAMK

OR

Transcript of Records of studies completed in English in XAMK in the relevant field of study (minimum requirement 30 ECTS)

- Copy of passport or other valid ID
- Photo

Original certificates may be checked in the beginning of studies, if necessary.

- 2.7 The online application form as well as international services contact person's contact details shall be available at www.xamk.fi/exchange during the application periods mentioned in Paragraph 2.1 of this Appendix
- 2.8 XAMK shall make the admission decision no later than 5 weeks after the relevant application deadline
- 2.9 XAMK shall inform the applicants and the sending institution about the admission decision by email.
- 2.10 XAMK shall send at least the following documents (hereinafter called "the Admission package") by email to the accepted applicants:
- Letter of acceptance with instructions for accepting the study place and enrolment as student
 - Instructions for housing application
 - Invoice for participation in the program
- 2.11 Accepted students shall confirm their study place by returning the Form of confirmation and tuition fee payment receipt to admissions@xamk.fi by email no later than the date specified in the form.

3. DEGREE PROGRAM CURRICULLUM

- 3.1 During the study period in South-Eastern Finland University of Applied Sciences, the admitted students have to attend the courses within "Building Services Engineering" bachelor degree program listed at: <https://www.xamk.fi/en/exchange-degree/building-services-engineering-2/>
- 3.2 The students have to choose all courses (60 ECTS) from the list, which are compulsory within the given degree program
- 3.3 The courses will be arranged between 1.1.2020 – 31.12.2020
- 3.4 XAMK keeps the right to make changes in the detail of the curriculum. The changes might deal with the teachers, titles, contents, duration, depth, and timing of the courses. The purpose of the changes would be to guarantee the most suitable and flexible study schedule for the Students.
- 3.5 XAMK shall inform the sending institution of any changes mentioned in Paragraph 3.4. of this Appendix immediately.
- 3.6 Language of tuition of the courses listed in Paragraph 3.1 of this Appendix is English

4. IMPLEMENTATION LOCATION

South-Eastern Finland University of Applied Sciences
 Patteristonkatu 3 D
 50100Mikkeli
 Finland

5. BACHELOR'S THESIS

- 5.1 The Students have to submit a Bachelor's Thesis (15 ECTS) to be eligible for the degree of XAMK.
- 5.2 XAMK shall appoint a supervisor to the Students to supervise in writing the final thesis in accordance with the Finnish requirements.
- 5.3 The thesis shall be presented at XAMK, unless agreed differently.
- 5.4 The Bachelor's thesis is assessed by XAMK in accordance with the university's assessment criteria.

6. FINANCIAL CONDITIONS

- 6.1 Participation in the described program is a subject to tuition fee for the non-EU/EEA and Swiss residents
- 6.2 The amount of tuition fee for the double degree program is 1500 Euro.
- 6.3 The tuition fee shall be paid in accordance with the invoice delivered to the accepted students within the Admission package
- 6.4 The Students have the right to participate in XAMK Scholarship program to be reimbursed 50% of they paid tuition fee on the basis of the results of their first and second semester.
- 6.5 To be eligible to participate in the Scholarship program, the Student has to accumulate at least 55 ECTS during two consequent semesters.
- 6.6 Head of department shall make the decision the reimbursement following the time frames below:
- For the Students started their studies at XAMK in spring term, the decision shall be made in February of the following year
- 6.7 The Students shall receive the reimbursement to their account in a Finnish bank on the following month after the decision

7. OTHER CONDITIONS

- 7.1 Practical training will take place during summer. XAMK tries to help the students to find organizations, in which the students can do the practical training. However, it is the student's responsibility to find the work placement positions.
- 7.2 The Students shall apply for housing directly to MOAS (Mikkeli Student Housing Ltd, <http://www.moas.fi>) in accordance with the instructions received from XAMK after the acceptance.
- 7.3 The Students will not have a right to apply to student exchange programs of XAMK during the study program determined in the Agreement.
- 7.4 The Students are responsible for opening an account in a Finnish bank to enable the payment of reimbursement
- 7.5 The maximum number of students accepted to the double degree program is 4 per annum
- 7.6 This Appendix is valid for the entire period of the agreement validity. In case of changes in the terms of cooperation or its contents, the appendix shall be substituted with the updated version of it

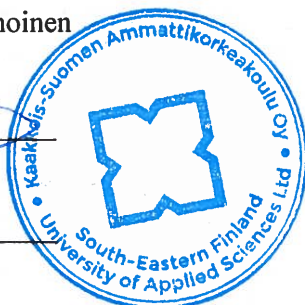
8. SIGNATURES OF LEGAL REPRESENTATIVES OF THE CONTRACTING PARTIES

Dr. Heikki Saastamoinen
President, CEO

(signature)

17.4.2019

(date)



Kaakkois-Suomen Ammattikorkeakoulu,
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PL 68 (Patteristonkatu 3 D)
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Prof. Dmitry E. Bykov
Rector

(signature)

(date)



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