

**MEMORANDUM OF UNDERSTANDING ON THE EXCHANGE OF STUDENTS  
IN ACCORDANCE WITH  
THE AGREEMENT FOR COOPERATION AND EXCHANGE  
BETWEEN  
UNIVERSITAS NEGERI SEMARANG IN INDONESIA  
AND  
KANAZAWA UNIVERSITY IN JAPAN  
No. 9/2011 / UN37 / KU.01.02/2025**

Universitas Negeri Semarang in Indonesia and Kanazawa University in Japan shall engage in the mutual exchange of students (hereinafter referred to as the Exchange Program) in accordance with the Agreement for Cooperation and Exchange executed on the 24th of September 2012 in order to strengthen the bonds of goodwill and friendship between both institutions.

1. Both institutions shall accept up to five (5) exchange students per year<sup>1</sup>. They shall exchange the same number of students in principle. However, both institutions will accept more than five (5) students on condition that there shall not be an imbalance in the number of students. The enrollment period shall not exceed twelve (12) months.
2. The home institution shall select candidates who are academically prepared to benefit from the Exchange Program, and recommend them to the host institution. The host institution shall decide on their eligibility to the Exchange Program.
3. The Exchange Program starts in either August or February at Universitas Negeri Semarang, and in either April or October at Kanazawa University.
4. Both institutions shall accept exchange students as non-degree students.
5. The home institution shall acknowledge that exchange students enrolling in courses or conducting research shall abide by the enrollment requirements of the host institution.
6. Fees for tuition, enrollment, and the entrance examination at the host institution will be waived.
7. Both institutions shall provide, in advance, all necessary information under the Exchange Program and available scholarships. Both institutions shall notify the home institution, in advance, of expenses (e.g. costs for housing, board, health insurance, foreign students registration fees, and other personal expenses) to be covered by the exchange students.
8. Both institutions shall provide appropriate academic advice, orientation, counseling, and guidance to exchange students during the duration of the Exchange Program.

<sup>1</sup> The number of exchange students in one semester/term/quarter shall be counted so that two students exchanged for one semester, three students exchanged for one term, and four students exchanged for one quarter are all equivalent to one student exchanged for one year.

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	Second Party	<i>Osami Kurosawa</i>



9. Both institutions will assist exchange students in locating housing in a student dormitory or other affordable and safe accommodation.
10. Exchange students shall have appropriate insurance that covers health, injury and damage, and any other insurance as recommended by the host institution.
11. The host institution may terminate the official status of exchange students in the following situations:
  - (1) Students are unable to continue their studies due to financial or health reasons; or
  - (2) Students fail to maintain satisfactory academic performances; or
  - (3) Students violate the laws of the host country, or the regulations of the host institution.
12. The host institution shall evaluate academic performances of the exchange students and prepare their official transcript (or an evaluation of research results) with the approval of the faculty or graduate school. In addition, the host institution shall provide it to the home institution when it is requested.
13. Credits shall be awarded for courses or research work conducted by exchange students at the host institution according to the standard set by the home institution.
14. Both institutions may agree to allow for the reciprocal participation of their students in any international events (Summer Course, Short Course) hosted by each institution.
15. Each party shall designate a person or office to serve as liaison for implementing this MoU at such Party's address specified below

**To UNNES:**

Address: International Office  
 1st Floor of H Building, Kampus UNNES Sekaran  
 Gunungpati Semarang 50229, Indonesia

Tel: +62-24-8508004

Email: io@mail.unnes.ac.id

Attention: Lulu April Farida

Designation: Director of International Office

**To Kanazawa University:**

Address: Kakuma, Kanazawa, Ishikawa JAPAN 920-1192

Tel: +81-76-264-5195

Email: g-planning@adm.kanazawa-u.ac.jp

Attention: YAMANE Aki

Designation: Director, International Planning Division,  
 International Relations Department

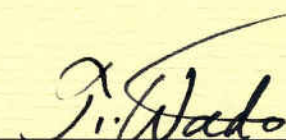
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	Second Party	<i>Osami Kanazawa</i>

16. This memorandum shall come into effect on the date of signing by both institutions and remain in effect for a period of five (5) years from the date of signing. Either institution may terminate the memorandum, or request its revision, in advance of the expiration date of the memorandum by providing the other institution with six (6) months prior written notice of its intentions. In this case, the programs or the activities that have already been approved by both institutions by the date of the written notice shall be allowed completion under the conditions of the memorandum. This memorandum is subject to automatic renewal in the event that there are no requests for termination or revision.

This memorandum is signed in two duplicate originals in English, and each institution shall retain one duplicate original.

  
  
Prof. Dr. S. Martono, M.Si. ✱  
Rector  
Universitas Negeri Semarang

Date: JAN 21. 2025

  
Prof. Dr. WADA Takashi  
President  
Kanazawa University

Date: JAN 21. 2025

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	Second Party	<i>Osami Kutsana</i>