



**Memorandum of Understanding
between
Universidad Católica Andrés Bello (UCAB)
and
The Deggendorf Institute of Technology (DIT) as a state
institution**

In order to promote understanding and goodwill, strengthen cultural ties, and broaden student experiences and horizons, the Universidad Católica Andrés Bello (UCAB) and Deggendorf Institute of Technology (DIT) in Deggendorf, Germany agree to pursue student and faculty activities.

Both institutions will make every reasonable effort to encourage direct contact, educational, and research co-operation between their constituents, including students, faculty members, departments, and research institutes, and will endeavour to co-operate in the fields with which both institutions are concerned. Within spheres that are mutually agreed to, these institutions agree on the following general forms of co-operation:

1. Joint educational and research activities
2. Exchange of faculty members for lectures, discussions and research
3. Exchange of students for study and research.

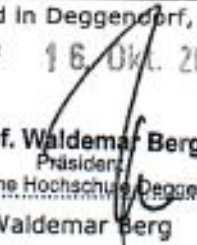
It is understood that the implementation of this MoU will commence on the day of signature, and that this agreement will continue thereafter for five (5) years, subject from time to time to revision or modification by mutual agreement. And continuing thereafter annually unless a written termination by one of the institutions.

Signed in Caracas, Venezuela
on the


Dr. Arturo Ernesto Peraza Celis, S.J.,
Rector
Universidad Católica Andrés Bello

www.ucab.edu.ve

Signed in Deggendorf, Germany
on the 16. Okt. 2025


Prof. Waldemar Berg
Präsident
Technische Hochschule Deggendorf
Prof. Waldemar Berg
President
Deggendorf Institute of Technology

www.dit.edu



Exchange Agreement
between
Universidad Católica Andrés Bello (UCAB)
and
The Deggendorf Institute of Technology (DIT) as a state
institution

In order to advance friendly relations between Venezuela and Germany, the Universidad Católica Andrés Bello (UCAB), and the Deggendorf Institute of Technology (DIT), Dieter-Görlitz-Platz 1, 94469 Deggendorf, Germany join in the following agreement on the promotion of educational and academic exchanges between the two institutions. DIT is represented by Prof. Waldemar Berg, president. Universidad Católica Andrés Bello (UCAB) a non-profit higher education institution authorized by the Venezuelan State through Decree N° 42 published in Official Gazette No 24.269 on October 19, 1953, located at Av. Teheran, Urbanización Montalbán, Caracas, Venezuela, RIF N° J- 00012255-5, represented by its Rector, Arturo Ernesto Peraza Celis, S.J., N° V- 6.817.066, RIF N° V 068170660, duly authorized to that effect, hereinafter referred to as "UCAB."

1) Introduction

This agreement between UCAB and DIT encourages the exchange of faculty and staff members and students between the two participating institutions whenever this is mutually agreeable. Such exchanges are expected to provide professionally enriching educational experiences for the faculty and students involved and should advance academic excellence at both institutions.

2) Student exchanges

- a) Students from both universities will register in their university of origin and are enrolled at their host institution and will enjoy the privileges accorded to students at the host institution.
- b) Course selections for students from both universities should be approved in advance by their home departments and appropriate deans (using Learning Agreements).
- c) All arrangements shall be negotiated in each case between the individual student and the exchange programme co-ordinator at the home university. At DIT the International Office is in charge of the Exchange Agreement and the student and staff exchanges (international-office@th-deg.de). Exchange students interested in coming to DIT should contact incomings@th-deg.de.
At UCAB the internationalization secretariat is in charge of the Exchange Agreement and the student and staff exchanges (internacionalizacion@ucab.edu.ve). Exchange students interested in coming to DIT should contact the internationalization secretariat: internacionalizacion@ucab.edu.ve

3) Exchange conditions

- a) Period of Stay
 - i) The period of stay shall be one (1) semester or one year.
- b) Language Proficiency
 - i) Students of UCAB sent to DIT must have obtained either a TOEFL score, or passed English test given by UCAB or should have a sufficient proficiency in German, in case the language of instruction is German.
 - ii) Students of DIT sent to UCAB must have obtained either a TOEFL score, or passed English test given by DIT or should have a sufficient proficiency in Spanish.
- c) Student Selection



- i) The home university shall select suitable students and shall recommend them to the host university. For each nominee, the home institution will provide to the host institution a brief personal resume, a certificate of language competency, and a proposed course of study.
- d) Acceptance of Student Candidates
 - i) The host university reserves the right to approve the candidates proposed for the exchange by the home university.
- e) Number of Students
 - i) No more than 4 students from each institution will be exchanged for one (1) semester. Upon mutual agreement this number may vary in any given year.
- f) Academic Programme
 - i) In consultation with the home institution, academic programmes will be arranged by the host institution, in advance of the exchange, and credit will be earned on the satisfactory completion of this pre-arranged programme.
- g) Tuition and Registration Fees
 - i) Exchange students will not be charged tuition and fees by the host institution.
 - ii) Exchange students shall pay other relevant fees to the home institution, in advance of the exchange and will be responsible for travel and subsistence expenses, and all other costs associated with attendance at the host institution.
- h) Living Expenses
 - i) Each institution agrees to accept exchange students within the limitations of this agreement and will assist exchange students to find accommodation and to become integrated into their new social environment but will not include financial assistance.
- i) Transcripts and Transfer Credit
 - i) Each host institution will provide official transcripts to the student and home university registrar, indicating the academic performance of each exchange student. Credits and grades earned at the host university shall be accredited according to the regulations of the home university.
- j) Government Grants of Loans
 - i) While on exchange status, students will be treated as if they were registered at their home institution from the perspective of their eligibility for government grants and loans.

4) Rights and responsibilities of each institution

- a) Each host institution reserves the right to dismiss any participating student at any time for academic or personal misconduct in violation of established regulations. The dismissal of a participant shall not revoke the agreement.
- b) Each host institution will issue the appropriate supporting documents to assist the student in application for a visa. It is the responsibility of individual students to obtain visas in a timely manner. The exchange student shall be responsible for obtaining appropriate medical insurance.

5) Faculty exchanges

- a) For academic & administrative staff, the exchanges facilitated could be for periods as short as a week or as long as a full academic year.
- b) Under the terms of this agreement, there is a preference for a one-for-one exchange for one week up to one semester of teaching or research, negotiated well before the teaching term begins. Although both faculty members in an exchange may be from the same disciplinary area, this is not essential. Each exchange lecturer will receive an information package from the home institution and will be responsible for personal



transportation and housing costs. Specific teaching responsibilities are to be negotiated between the institutions and individuals involved.

- c) The host institution shall provide working conditions and privileges, which are equivalent to that allowed to resident staff of the home institution.
- d) In the case of teaching and research staff members on exchange, there shall be advance agreement between the two institutions with respect to all special facilities such as laboratory needs, dedicated equipment, etc.
- e) Shorter stays that do not involve formal teaching duties can be arranged for research or other academic purposes by mutual agreement. The facilitating offices for these exchanges or visits will be the International Offices of each institution.

6) Short-term study programme

Each institution will do its best to develop and provide short-term study programmes for students, faculty, and staff members. The arrangements will be discussed on a needs basis.

7) Student/staff confidentiality/Data Security

DIT and UCAB shall comply with the applicable laws and regulations in their respective home country concerning data privacy laws which includes Regulation (EU) 2016/679 (General Data Protection Regulation), applicable to personal information of the type that may be shared under this Agreement. DIT and UCAB will provide and obtain all required notifications and consent from its student/staff in compliance with the GDPR.

Each institution shall protect the confidentiality of student records as dictated by the GDPR and shall release no privacy data absent written content of the student/staff unless required to do so by law.

8) Quality ensurance

UCAB and DIT have a policy for quality assurance that is made public and forms part of their strategic management. DIT's policy for quality assurance can be found here:

<https://th-deg.de/en/dit/quality-management>

<https://www.ucab.edu.ve/informacion-institucional/unidades-de-apoyo/calidad-y-mejora-continua/>

9) Term of agreement and termination, review clause

- a) This agreement will be in effect for five (5) years or until either party terminates the agreement. And continuing thereafter annually. It may be terminated by either party on one year's prior notice in writing.
- b) Should the agreement be terminated it does not have any affect to students currently undertaking an exchange.
- c) Any part of this agreement may be amended or revised by agreement between the two institutions and any relevant or associated matter not agreed herein may be negotiated between the institutions.
- d) This agreement will commence on the date of signing.



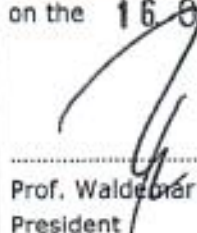
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