



PROGRAM AGREEMENT
BETWEEN
THE COLLEGE OF INTERNATIONAL STUDIES,
KYUNGHEE UNIVERSITY
AND
THE FACULTY OF WORLD ECONOMY
AND INTERNATIONAL AFFAIRS,
HIGER SCHOOL OF ECONOMICS



The College of International Studies ("KIC" hereafter) and the Faculty of World Economy and International Affairs, Higher School of Economics ("HSE" hereafter) hereby enters into the KF e-School Program Agreement effective as of the first day of March, 2020.

1. PURPOSE AND SCOPE

KIC and HSE will work in partnership to implement the on-line (and on-sight) learning program developed and provided by KIC with the e-school grant from the Korea Foundation from the effective date to February, 2021, for one year. The program term may be extended upon the new approval for the e-School grant of Korea Foundation and the end-of-year review of the program by KIC and HSE in January, 2021. KIC and HSE hereby acknowledge and agree that the contents and curricula of the program will be determined by the mutual consent of the two parties.

2. ROLES AND RESPONSIBILITIES

A. KIC roles and responsibilities

Course offering: KIC will provide HSE students with one on-line course per semester focusing on Korean subjects and the course will be determined by both parties before a semester begins. The course will be provided in the Spring 2020 semester and the Fall/Winter 2020 semester. The course offering is subject to change upon request and by mutual agreement. KIC will provide a course syllabus no later than 4 months before the course starts and confirm it with HSE instructor.

Course instruction: KIC will be responsible for providing all course instruction via real-time broadcasting system established by the two parties unless interrupted by technical problems. Make-up session(s) may be recorded and provided in other means than real-time broadcasting but real-time broadcasting is preferable. KIC shall provide and exercise control over the content and quality of curricular. On-sight session(s) may be scheduled at least once per course, although the schedule of on-sight session(s) should be determined by the KIC instructor(s).

Exam & Grading: The KIC instructor(s) will provide exam questions and grade rubric no later than 2 weeks before the exam date, and consult with the HSE instructor(s) for the matter of evaluation criteria and grading methods.

Program development and support: KIC will provide support to develop the program to help ensure program consistency and continuity.

Cooperation and assistance: KIC will cooperate with HSE and provide assistance as reasonably requested by HSE to support HSE in the performance of its responsibilities under this Agreement, and will work in good faith with HSE to identify and implement process improvements and other changes that reflect operational best practices.

B. HSE roles and responsibilities

Academic credit: HSE shall be responsible for granting course credits to student who enrolled in and successfully complete the course and otherwise satisfy the necessary criteria established by both the HSE and KIC instructors.

Class assistance: HSE shall provide technical and personnel support for the course instruction including the hiring of at least one teaching assistant per course in order to assist technical issues during the lecture sessions and on-sight test sessions. HSE will appoint one instructor per course to communicate with the KIC instructor for administrative and educational purposes during the semester. The staff of HSE shall monitor all instruction sessions to provide technical assistance associated with the on-line communication between the KIC instructor(s) and the HSE classroom(s). HSE will provide support for on-sight sessions in terms of venue and other administrative assistances.

Seminars & Grading: The HSE instructor(s) shall organize and manage small group sessions to complement on-line lectures, and share the assessment of students during group sessions with the KIC instructor(s). The staff of HSE are also responsible for administering exams, grading students' exam answers, and reporting students' grades to the KIC instructor(s). HSE will provide a review on exam questions and grade rubric.

Student recruitment: HSE will promote the KF e-School Program to recruit sufficient number of students defined by the course description. HSE will provide guidance and support for enrollment process and response to inquiries related to the program.

Administrative services: HSE will process all administrative services related to the enrolled students, staff, and teaching assistant(s), including granting and recording course credits. HSE will provide and maintain all venues and equipment related to the program.

Records: HSE will be responsible for processing and maintaining all academic and administrative records for students who are enrolled in or seeking

enrollment in the program. The records shall be readily available to KIC upon request within a reasonable timeframe.

Course development: HSE will work in good faith with KIC to complete the development of its own curricula of the courses provided by KIC by the end of the program term, and to maintain course offerings after the termination of the program.


3. TERMINATION

The Agreement may be terminated at any time by the mutual, written agreement of KIC and HSE. The Agreement may also be terminated by either party if the other is in material breach of any provision of this Agreement, but only after written notice of default and opportunity to cure has been given to the breaching party.

4. AMENDMENT

This Agreement sets forth the entire understanding of the parties with respect to the subject matter covered by the Agreement. This Agreement may be amended in a writing executed by both parties.

KYUNG HEE UNIVERSITY

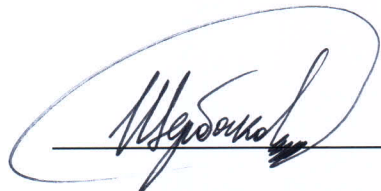


Don Moon

Dean of College of International
Studies

Date : 25 Nov. 2019

HIGER SCHOOL OF ECONOMICS



Denis Shcherbakov

Director of the Centre for
International Cooperation,
Faculty of World Economy
and International Affairs

Date : 25 Nov. 2019