



**Memorandum of Understanding**  
**on Short-term Academic Staff Exchange between**  
**Faculty of Informatics, Burapha University (Thailand)**  
**and Faculty of Data Science, Musashino University (Japan)**

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The Faculty of Informatics, Burapha University (Thailand) and the Faculty of Data Science, Musashino University (Japan) have discussed and agree to the following matters with respect to the short-term exchange program of academic staffs (hereinafter referred to as “MOU”), in accordance with the Memorandum of Understanding signed in 2023.

**Article 1 Number of Exchange Academic Staffs**

Each university shall bilaterally dispatch 2 academic staffs each year.

**Article 2 Timing of dispatch**

To be decided upon consultation between the two universities.

**Article 3 Dispatch Period**

Both universities shall dispatch the number of academic staffs stipulated in Article 1 for a maximum of 90 days.

**Article 4 Activities of Academic Staffs**

- (1) To conduct collaborative and joint research projects.
- (2) To support mutual researcher visits and exchange.
- (3) To initiate collaborative student supervision for undergraduate and/or graduate research, and encourage student exchange for training and research.
- (4) To exchange scientific information in the form of publications, instruction materials, equipment and other results of teaching and research.
- (5) To encourage joint paper publication.

**Article 5 Expenses for Academic Staff Exchange**

Travel, accommodation, insurance and other expenses of the academic staffs shall be covered by the dispatching university, or the academic staffs themselves. However, if the host university is to pay remuneration to the academic staffs, the amount and other details shall be discussed between the two universities in advance. Salaries, remuneration, and other expenses from the dispatching university shall be in accordance with the regulations of the dispatching university.

**Article 6 Accommodation**

The host university shall provide information and assistance in arranging accommodations upon request to the dispatching university or academic staffs themselves.

**Article 7 Procedures for Immigration**

The host university shall prepare and provide the materials necessary for visa application. The visa application shall be made by the dispatching university or the academic staffs themselves.

## Article 8 Obligations of Academic Staffs

The academic staff shall comply with the laws of the host country and the regulations of the host university. In case of violation of laws and regulations, the academic staff shall bear in mind that he/she may be forced to return to his/her home country.

## Article 9 Expiry of MOU

- (1) This MOU shall be valid for five years from the Effective Date, signed by the authorised representatives of both universities.
- (2) Either university may terminate this MOU by giving written notice six months in advance of the required termination date.
- (3) Both universities agree that academic staffs participating in the short-term exchange program at the time of termination may complete the remainder of the exchange period under the terms and conditions of this MOU.

The terms and conditions of this MOU are subject to compliance with the parties' laws and policies. In order to perform any obligation under this MOU, each institution is responsible for oversight and maintenance of their own restrictions related thereto.

This MOU is intended only to set forth the general understanding of the parties with respect to the subject matter herein, and does not intend to, contractually bind the parties, neither in terms of legal nor financial obligation. The parties may enter into other agreements to achieve the purpose of this MOU.

This MOU shall come into effect when signed by the representatives of both universities.

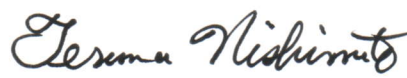


Assoc. Prof. Dr. Watcharin Gasaluck  
President  
Burapha University, Thailand  
Date: \_\_\_\_\_

Witness

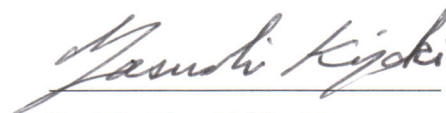


Mr. Pusit Kulkasem  
Dean of Faculty of Informatics  
Burapha University, Thailand



Prof. Dr. Teruma Nishimoto  
President  
Musashino University, Japan  
Date: 30 May. 2024

Witness



Prof. Dr. Yasushi Kiyoki  
Dean of Faculty of Data Science  
Musashino University, Japan



**Memorandum of Understanding**  
**on Short-term Student Exchange between**  
**Faculty of Informatics, Burapha University (Thailand)**  
**and Faculty of Data Science, Musashino University (Japan)**

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The Faculty of Informatics, Burapha University (Thailand) and The Faculty of Data Science, Musashino University (Japan) have discussed and hereby agree to the following matters with respect to the short-term student exchange program (hereinafter referred to as “MOU”), in accordance to the Memorandum of Understanding signed in 2023.

**Article 1 Number of Students to be Exchanged**

Each university may dispatch 2 undergraduate students and 1 graduate student per academic year for a period of 2 to 4 months, as the short-term exchange students. A maximum of 3 undergraduate students may be dispatched if there is no a candidate from graduate students.

**Article 2 Selection of Students**

The home university is responsible for selecting students with outstanding academic records who possess the demonstrated ability to study abroad in accordance with the student exchange conditions of the host university. Details of the nominated students shall be provided no later than 3 months prior to the commencement of classes to the host university. The host university may reserve the right to refuse any nominated students.

**Article 3 Activities of Students**

- (1) To participate in collaborative and joint research projects.
- (2) To engage in the student exchange program and receive training and research guidance from faculty members.
- (3) To exchange scientific information in the form of publications, instructional materials, equipment, and other results of teaching and research.
- (4) To collaborate on joint paper publication.

**Article 4 Expenses for Student Exchange**

Short-term exchange students shall be responsible for the following expenses: travel, accommodation, educational materials, insurance fees, and other personal expenditure.

**Article 5 Accommodation**

Both universities shall provide information on housing for short-term exchange students in advance. Accommodation expenses are to be paid by the students themselves.

**Article 6 Procedures for Immigration**

- (1) Short-term exchange students shall complete the visa application procedure prior to entering the host country in compliance with their laws under the guidance from both universities.
- (2) The host university shall hold an orientation for the exchange students post-arrival, so that they may start their local life and study in a problem-free manner.

**Article 7 Obligations and Rights of the Students under the Short-term Student Exchange Program**

- (1) Short-term exchange students shall abide by the laws of the host country and the regulations of the host university. The students be aware that, if they violate such laws and regulations, they face the possibility of deportation.
- (2) Short-term exchange students have the right to use the library, cultural facilities, health service facilities, sports facilities, university wi-fi and student services such as student consulting, of the host university, in the same capacity as a local student of the reciprocal home university.

**Article 8 Expiry of MOU**

- (1) This MOU shall be valid for 5 years from the Effective Date, signed by the authorized representatives of both universities.
- (2) Either university may terminate this MOU by giving written notice 6 months in advance of the required termination date.
- (3) Both universities agree that students participating in the short-term exchange program at the time of termination may complete the remainder of the exchange period under the terms and conditions of this MOU.

The terms and conditions of this MOU are subject to compliance with the parties' laws and policies. In order to perform any obligation under this MOU, each institution is responsible for oversight and maintenance of their own restrictions related thereto.

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Assoc. Prof. Dr. Watcharin Gasaluck

President

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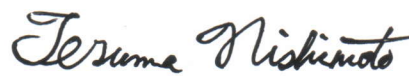
Witness



Mr. Pusit Kulkasem

Dean of Faculty of Informatics

Burapha University, Thailand



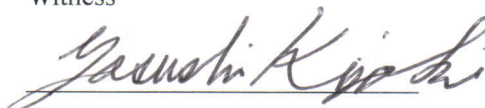
Prof. Dr. Teruma Nishimoto

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Prof. Dr. Yasushi Kiyoki

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