



PROTOCOL OF COOPERATION BETWEEN ÇANAKKALE ONSEKİZ MART UNIVERSITY, TÜRKİYE

and

KANDA UNIVERSITY OF INTERNATIONAL STUDIES, JAPAN

Çanakkale Onsekiz Mart University and Kanda University of International Studies have agreed to sign the following protocol with the purpose of fostering cooperation, mutual understanding and development in the fields of education and research.

Article 1: Fields of cooperation

That cooperation will include educational and research activities in all the areas and disciplines offered at the two institutions.

Article 2: Forms of cooperation

Both institutions agree that cooperation will include;

- a. Exchange of academic members and/or researchers,
- b. Exchange of students,
- c. Collaborative research and publication of the results,
- d. Exchange of scientific publications, reference data, academic literature and other materials for research and educational purposes,
- e. Organisation of joint seminars, conferences, projects, workshops and similar events.

Article 3: Exchange of academic members and researchers

Both institutions will endeavour to facilitate visits by academic members and researchers.

- a. Visiting academic members and researchers will comply with the administrative procedures required by the host university.
- b. Both institutions will provide assistance to visiting academic members and researchers in finding suitable accommodation.
- c. Visiting academic members and researchers will be able to use libraries and other facilities.
- d. Both institutions will provide opportunities for visiting academic members and researchers to audit lectures.

Article 4: Exchange of students

Student exchange will be open to all students registered at either institutions.

- a. Each institution will be responsible for the selection of exchange students, subject to final approval by the host institution.
- b. The exchange students will pay tuition fee at their home institution and then study at the host institution without paying further tuition fees.
- c. Each institution will assist exchange students in finding suitable accommodation, however, that cost will be the responsibility of the exchange students.
- d. Each exchange student will be responsible for travel arrangements and any other additional charges, such as passport fee, visas, resident permit fee and personal expenses.
- e. The exchange students will be required to obtain health and travel insurance and provide evidence to the host institution.

Article 5. Working plans / Sub-agreements

The present protocol will be supplemented by more detailed working plans (sub-agreements) as required by current or planned projects.

- a. Each working plan will specify the activities, tasks, expected outcomes, financial matters and related issues.
- b. Each institution will nominate a representative who will be responsible for all matters related to the implementation of the working plan.
- c. At the end of implementation of each working plan, the results will be reported and evaluated by representatives of both parties.

Article 6. Funding

Both institutions will provide financial support according to the possibilities available to either party, and otherwise seek to secure funding from other national or international sources. Details of the funding for each project will be discussed and decided upon by the two parties as the need arises and will be specified and detailed in working plans / sub-agreements.

Article 7: Validity of the protocol

- a. This protocol will come into force commencing from the date of signing by the both institutions and will remain in effect for a period of **5 (five) years**.
- b. This protocol may be terminated with six months' prior written notice to the other institution, without prejudice to the completion of ongoing projects agreed in the working plans.
- c. The provisions of this protocol may be amended at any time by the mutual consent in writing of both universities.
- d. This protocol has been prepared in English in 2 (two) original copies and each party will retain 1 (one) original copies.

Article 8: Administrative contacts

Canakkale Onsekiz Mart University	E-mail	cooperation@comu.edu.tr
International Relations Office	Web	http://isbirligi.comu.edu.tr
	Phone	+90 286 218 00 18 / Ext 12009
	Postal address :	Çanakkale Onsekiz Mart University International Relations Office Terzioğlu Kampusu Siyasal Bilgiler Fakültesi Binası, Zemin Kat 17020 Çanakkale Türkiye

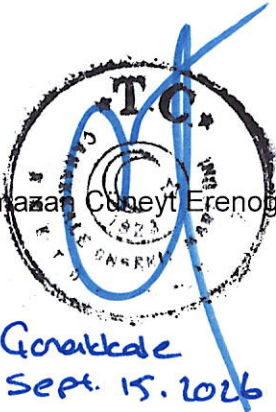
Kanda University of International Studies	E-mail	international@kanda.kuis.ac.jp
Global Engagement and Partnership Division	Web	https://www.kandagaigo.ac.jp/kuis/english/
	Phone	+81 43 273 1615
	Postal address :	1-4-1 Wakaba, Mihama-ku, Chiba-shi, Chiba-ken, Japan

Signed for
Canakkale Onsekiz Mart University

Signed for
Kanda University of International Studies

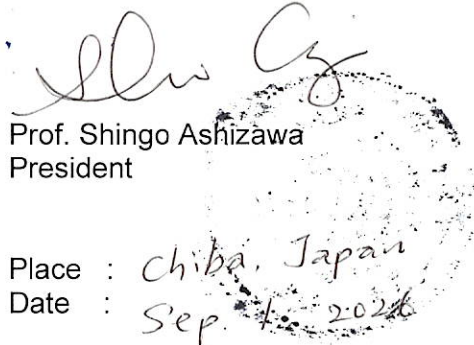
Prof. Ramazan Cüneyt Erenoglu
Rector

Place : *Çanakkale*
Date : *Sept. 15. 2026*



Prof. Shingo Ashizawa
President

Place : *Chiba, Japan*
Date : *Sep. 1. 2024*





**AGREEMENT FOR AN ACADEMIC & STUDENT EXCHANGE PROGRAM
BETWEEN
ÇANAKKALE ONSEKİZ MART UNIVERSITY
AND
KANDA UNIVERSITY OF INTERNATIONAL STUDIES**

Çanakkale Onsekiz Mart University (ÇOMU) and Kanda University of International Studies (KUIS), recognizing the educational and cultural exchanges which can be achieved between our two institutions, enter into this agreement to facilitate the exchange of students and scholars based upon the Memorandum of Understanding signed between the two institutions on the same date as this agreement.

1. Definitions

- 1.1. For the purposes of this agreement “home” institution shall mean the institution at which a student intends to graduate, and “host” institution shall mean the institution which has agreed to accept the student from the home institution.
- 1.2. Semester or academic year shall normally refer to the period relevant to the host institution.
- 1.3. “Faculty” shall represent the appropriate academic entity at the respective institutions.

2. Purpose of the Agreement

- 2.1. The general purpose of this agreement is to establish specific educational relations and cooperation between the two participating institutions in order to promote academic linkages and to enrich the understanding of the culture of the two countries concerned.
- 2.2. The purpose of exchanges between faculty members is to promote collaborative research, other educational developments, and to further mutual understanding. The purpose of each student exchange is to enable students to enrol in subjects at the host institution for credit which will be applied towards their degree at their home institution.

3. Numbers of Participants

- 3.1. Subject to the availability of suitable candidates, home institution will send to host institution up to two (2) students per academic year annually; two (2) students studying for one semester will count as one (1) student for academic year.
- 3.2. In case one of the two institutions cannot select appropriate candidates for the student exchange program, the said institution holds the right to send additional exchange students to the other party. Temporary imbalances should be resolved within a three-year

period.

4. Selection and Enrolment of Students

It is expected that only highly motivated students of above-average academic quality will be selected to participate in an exchange program. The home institution will screen applications from its student body for exchange. Undergraduate, graduate and post-graduate students are eligible to participate if they:

- 4.1. have completed at least one year of study at their home institution;
- 4.2. are enrolled at their home and host institution for the full period of the exchange;
- 4.3. have an enrolment proposal, approved by their home faculty and host institution, and are deemed academically qualified to successfully complete the nominated subjects at the host institution. Each institution will inform the relevant International Office of subject availability, including enrolment limitations and conditions;
- 4.4. have obtained agreement from their home faculty that, upon successful completion of the subjects at the host institution, full credit may be granted towards the degree by their home institution. In some circumstances, a student may undertake a clinical or practical assignment as part of an exchange program;
- 4.5. have satisfied any language proficiency requirements of the host institution.

Each institution will send the other completed applications for their students before the beginning of the entry semester. The host institution reserves the right of final approval on the admission of a student and will, where appropriate, establish language proficiency standards.

5. Financial responsibilities

5.1. Exchange students will be provided with the following by the host institution, at no cost to the student:

- tuition and related costs
- orientation program
- reports and statement of results (transcript)

5.2. Exchange students will be financially responsible for:

- travel to and from the host institution
- books, stationery, etc
- travel documentation, visas, etc
- accommodation and living expenses
- insurance required by the relevant authorities or by the host institution
- personal travel within the host country

5.3. The home institution shall satisfy itself that a candidate for exchange has the ability to meet all his or her financial responsibilities as detailed above.

6. Accommodation

Each institution shall assist participating students to locate appropriate university or private accommodations as long as the application forms are submitted by the official

deadline.

7. Faculty and Staff Exchanges

The two institutions agree in principle to the possibility of exchanges by general staff (administrative and technical) and faculty members. The details of such arrangements will be negotiated at the appropriate time and will be governed by the institutional staffing rules and relevant approval processes. The participating institutions shall not be responsible for any private arrangements made by participating staff members concerning exchange of accommodation, vehicles, etc.

8. Other Individuals

This agreement applies only to the selected students. No provisions are included for the partners, spouses, dependents, or friends of the participants. The Host Universities assume no responsibilities for such individuals.

9. Exchange Program Review

Both institutions will be responsible for a regular review of the exchange program on a yearly basis. The review is essential in order to make appropriate and mutually agreed modifications as may be required, and to identify new opportunities for cooperation in scholarship and research.

10. Period of the Agreement

This agreement is valid for a period of five (5) years from the date of the final signature. Either university may propose revision or termination of this Agreement by providing written notice at least six (6) months prior to its expiration. Any renewal of this Agreement shall be subject to the mutual written consent of both universities.

11. Contact Information

Each party designates a person to serve as liaison for implementing this agreement.

For ÇOMU side:

Name: Dr. Hakan Başaran
Position: Officer
Address: Çanakkale Onsekiz Mart University
International Cooperation Unit
International Relations Office
Prof. Dr. Sevim Buluç St. No: 42,
Floor 2
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17020 Çanakkale/ Türkiye
Telephone: +90 286 218 00 18 Ext:15501
E-mail: cooperation@comu.edu.tr

Signed for and on behalf of **Çanakkale
Onsekiz Mart University** by:

Rector

Prof. Ramazan Cüneyt Erenoğlu

Date... Sept. 15. 2026



For KUIS side:

Name: Ayaka Makita
Position: Coordinator
Department: Global Engagement and
Partnership Division
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E-mail: international@kanda.kuis.ac.jp

Signed for and behalf of **Kanda University of
International Studies** by:

President

Shingo Ashizawa

Date... Sep. 1. 2026