

Agreement for Foreign Educational Exchange

Date: [Insert Date]

From:

[Your Institution Name]

[Your Institution Address]

[City, State, Zip Code]

Email: [Your Email]

Phone: [Your Phone]

To:

[Receiving Institution Name]

[Receiving Institution Address]

[City, State, Zip Code]

Email: [Receiving Email]

Phone: [Receiving Phone]

Subject: Agreement for Educational Exchange Program

Dear [Recipient's Name],

This letter serves as a formal agreement between [Your Institution Name] and [Receiving Institution Name] for the purpose of facilitating a foreign educational exchange program.

1. Purpose of Agreement: This agreement outlines the terms and conditions for the student exchange program between our institutions.

2. Duration: The exchange program will take place from [Start Date] to [End Date].

3. Responsibilities:

- [Your Institution Name] will provide necessary support and resources for outgoing students.
- [Receiving Institution Name] will ensure proper orientation and academic integration for incoming students.

4. Financial Arrangements: The financial obligations for the students participating in this exchange program will be as follows:

- [Detail financial obligations]

5. Legal Compliance: Both institutions agree to comply with relevant laws and regulations governing international educational exchanges.

Please indicate your acceptance of this agreement by signing below.

Best regards,

[Your Name]

[Your Title]

[Your Institution Name]

[Your Signature]

Agreed by:

[Recipient's Name]

[Recipient's Title]

[Receiving Institution Name]

[Recipient's Signature]