

# DOUBLE DEGREE AGREEMENT

*University of Leon,  
Spain*

and

*Seinäjoki University of Applied Sciences (SeAMK),  
School of Business and Culture,  
Finland*

D. Tapio Varmola, President of the Seinäjoki University of Applied Sciences, in the name and on behalf of that University, whose address is Kampusranta 11/P.O. BOX 412, 60101 Seinäjoki, Finland; and D. José Ángel Hermida Alonso, President of the Universidad de León, in the name and on behalf of that University, whose address is Avenida de la Facultad, 25, 24071, Leon, Spain:

Agree on to develop and promote the Double Degree cooperation at bachelor level between the degree programmes: *International Trade* (Faculty of Economics and Business Studies) and *Business Management* and *International Business* (SeAMK). The Double Degree cooperation framework includes the following:

1. The strategic goals of both partners:

- Both partners agree on the importance of the Double Degree, and will take every effort in order to promote the Double Degree cooperation.
- Both partners are committed to support the implementation of the Double Degree programme

2. The general idea of the Double degree is to give students from both HEIs the opportunity to:

- get the extra benefit of completing two (European) degrees
- gain substantial competencies in the field of business through education and research
- study and gain practical experience abroad
- learn about the business, economy and culture in the host country and its surrounding countries
- learn the basics of the host country's native language

3. Implementation of the Double Degree Programme:

- The Double Degree Programme will be implemented as part of the existing degree programmes at both HEIs:

*University of Leon: Bachelor of International Trade (240 ECTS credits) in the Degree Programme: International Trade*

*SeAMK: Bachelor of Business Administration (210 ECTS credits) in the Degree Programmes: Business Management and International Business*

- Both degrees are granted to those students who meet the requirements of University of Leon and SeAMK.
- The Double Degree Programme will include one year of academic studies at the host Higher Education Institute.
- Internships (practical training) under this programme should be done in cooperation with companies or institutions that operate internationally.
- Students from *University of Leon* will study at SeAMK during the 5th and 6th semesters.
- Students from Seinäjoki University of Applied Sciences, School of Business and Culture will study at *University of Leon* during the 5th and 6th semesters.

#### 4. Student admissions

Students who wish to enter the double degree scheme must be registered students of either of the two participating institutions. They must fulfil the selection criteria for higher education studies determined in the home country of the student.

Students must also fulfil the criteria of the double degree programme:

- Two years of academic studies must be successfully completed before the commencement of the exchange study period.
- The competency in the English language must correspond to level B2 in the Common European Framework of Reference for Languages.

Students who wish to take a double degree must apply to the double degree programme at the home institution. The home institution makes preselection and sends a proposal of preselected students to the host institution. Acceptance has to be completed by the partner institution.

Students from *University of Leon* are accepted as students of SeAMK by the President on the proposal of the School of Business and Culture.

Students from SeAMK are accepted as students of University of Leon by the ViceDean of International Relations at the Faculty of Business Studies.

Students should address any possible complaints concerning admission to the institution that made the decision.

#### 5. Curriculum

- The learning outcomes of the double degree are compatible with national qualifications frameworks and the European Qualifications Framework.
- The course offering consists of the regular courses of the corresponding study programme as it is shown in the Study Plan/Learning Agreement in the Appendix, in the terms established by the internal rules of the two Universities. Personal study plans will be used to make any necessary curriculum adjustments.
- Recognition of prior learning will be applied in the personal study plan.
- The curriculum at both institutions may be changed by mutual agreement.
- Studies completed at the host HEI will be fully acknowledged by the home HEI.
- Students who have successfully completed their coursework will be awarded a degree by the host HEI, as well as by their home HEI.
- Double degree students are entitled to all academic counselling, student counselling and advice as well as other facilities and resources (library, IT, study environment

etc.) that are available to regular degree students. Double degree students have the same rights and responsibilities as regular degree students.

#### 6. Internships (practical training)

- The length of the internship period must meet the requirements of both HEIs.
- Students will be responsible for finding internship placements themselves.

#### 7. Assessment, examinations and qualification system

- Assessment is based on the principles of the ECTS framework.
- The regulations of the institution where the studies are conducted are observed concerning assessment criteria, exam procedures and retake exams.
- The regulations of the host institution are followed concerning the maximum time for completing the programme and procedures in the event that a student fails to complete the studies within the specified timeframe.
- The grades will be given under the national system and transferred into the home grading system following the Erasmus conversion table.

#### 8. Degree certificate and Diploma Supplement

- The degrees to be conferred fall within the official degree systems of the countries participating in provision of the programme.
- The student is awarded two national degree certificates.
- The studies completed and additional information (e.g. which studies have been completed at each institution) are recorded in the Diploma Supplement.

#### 9. Master's programmes eligibility requirements:

- Master's Programme at University of Leon EMBS
  - Master's Programme at Seinäjoki University of Applied Sciences, School of Business and Culture (Master of Business Administration, Degree Programme in International Business Management)
- Students must follow the requirements for the application and pass the selection process.

#### 10. Tuition and other fees:

- Students will pay the tuition fees, if any, to their home institution, and, if required other necessary fees in the host institution.
- Students will be responsible for their living and travel expenses, student association fees and the acquisition of their own study materials.
- Orientation, tutoring, a social programme and other services related to studies and living in the host country will be provided by the host institution. At the University of Leon these are provided by the Vicedeanship of International Relations.
- The host institution will assist with finding accommodation for the study period.
- The student should have an insurance covering illness and civil responsibilities.

#### 11. Timetable for the implementation of the Double Degree:

- The double degree scheme will be implemented at the beginning of the academic year 2014/2015.

#### 12. Capacity

- Both institutions agree that a maximum of 4 students will be admitted to the programme at this stage. The number of students admitted could be increased once the programme has been established. This will be discussed further and decided after the pilot phase.

### 13. Teaching and research

- Both parties agree to foster teaching staff exchange and cooperation in the field of research and teaching
- The host institution will assist with finding accommodation for the mobility period.
- Orientation and other services relevant to the exchange will be provided by the host institution

### 14. Quality assurance:

The partners do not expect any problems to arise from this difference in systems. Both partners will inform each other of ongoing and completed processes and the results achieved.

### 15. Expanding the Double Degree network:

- The Double Degree cooperation will be open for additional partners at a later date.
- The expansion of the double degree cooperation will take place by mutual agreement.

### 16. Termination of the agreement

- This Agreement is valid for a period of two years from the date of the last signature affixed to it. The agreement will be automatically renewed for four years. Either institution may terminate this agreement in writing before February 1st for the next academic year. In such a case, termination will not affect the exchange of students already accepted for participating in the exchange programme described in this agreement, nor will affect the obligations for each institution with regard to the exchange balance which arose prior to the date of receipt of the termination notice.

### 17. Resolution of differences:

- Normally the decision will be taken by the Deans and Vicedeans of International Relations of the Faculties of Business Studies of both institutions.
- Should any matter not be resolved, it shall be referred to the President of each party institutions who shall agree to the matter or, if appropriate, agree to the appointment of an arbitrator.

### 18. All detailed arrangements may be modified by mutual consent.

Place and date:.

Signatures

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Dr. Jose Angel Hermida  
President of ULE

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Dr Tapio Varmola  
President of SeAMK

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Dr. Jose Miguel Fernandez  
Dean of the Business School

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Dr Kari Ristimäki  
Dean of the School of Business and Culture