# Cooperative Academic Agreement
## Between
## Beijing International Studies University
## And
## The Arizona Board of Regents
## On Behalf of
## Northern Arizona University

## 北京第二外国语学院与美国北亚利桑那大学学术合作协议

In view of a common commitment to global education, to continue to promote understanding and goodwill, to strengthen cultural ties, and to broaden the experience and horizons of faculty and students, Beijing International Studies University (hereinafter referred to as BISU) and The Arizona Board of Regents for and on behalf of Northern Arizona University, (hereinafter referred to as NAU) agree to enter into a cooperative academic relationship for the purpose of providing academic experiences for students and opportunities for faculty exchanges. The following are the terms of this agreement:

在全球教育的大环境下，为了继续促进了解，增强友好关系，加强文化交流，丰富师生经验，拓宽师生视野，北京第二外国语学院（以下简称"BISU"）和亚利桑那大学评议委员会代表北亚利桑那大学（以下简称"NAU"）达成此学术合作协议，向学校双方师生提供学术交流机会。协议内容如下：

## Principles Governing Degree Model
## 学位模式指导原则

### Undergraduate Study Abroad Program 本科短期学习项目

BISU undergraduate students from the School of Hotel Management may enroll at NAU for one semester or one academic year. BISU recognizes the credits students earn at NAU.

BISU 酒店管理学院本科生可来 NAU 进行一学期或一年的短期学习。BISU 将认可学生在 NAU 所修的学分。

### BISU School Hotel Management 2+2 Dual Degree Model
### 北京第二外国语学院酒店管理学院 2+2 双学位模式

1. BISU bachelor's degree seeking students from the School of Hotel Management will complete the first two years of coursework at BISU and then enroll at NAU for the last two years or until the requirements for the program of study have been completed.

BISU 酒店管理学院本科生在本校完成前两年学业，然后进入 NAU 完成后两年学业；或者直到完成所修学位要求的所有课程。

2.  Upon successful completion of all requirements, BISU students from the School of Hotel Management will be awarded a bachelor's degree from BISU and a bachelor's degree from NAU.
    BISU 酒店管理学院学生成功完成所有所修学业要求的课程后，将同时获得 BISU 和 NAU 的学位（双学士学位）。

## Eligibility
## 入学资格

1.  BISU will review applications to ensure that students recommended to NAU meet the requirements of NAU Office of International Admissions in terms of GPA, TOEFL and/or IELTS scores, and have sufficient academic preparation for the programs of study they wish to pursue.
    BISU 将对学生的平均成绩（GPA）以及托福（或雅思）成绩进行审核，确保向 NAU 推荐的申请人对所学专业有充分准备，并符合 NAU 国际学生入学要求。

2.  BISU students participating in the degree-seeking programs will need to submit a copy of high school transcript, university transcript, detailed course descriptions and a financial statement. NAU Office of International Admissions requires a language proficiency test for all non-native English speakers: TOFEL (70 and above) / IELTS (6.0 and above). Applicants without adequate language proficiency scores may be conditionally admitted and attend Program in Intensive English before enrolling in academic courses.
    参加学位项目的 BISU 学生需向 NAU 递交高中成绩单、大学成绩单、大学所学课程的详细课程描述或课程大纲以及资金证明。NAU 对于母语非英语的本科生语言成绩要求为：托福 (70 分以上)或者雅思 (6 分以上)，如果没有通过 NAU 的语言要求，学生可以通过条件性录取，参加相应的英语强化训练课程后进入专业学习。

## Admission and Enrollment
## 入学和注册

1.  BISU will submit dossiers containing all of the documents required for admission to NAU to the designated staff person at the Center for International Education.
    BISU 应按要求向 NAU 国际教育中心提交该学院申请人的入学申请材料。

2.  Applications must be submitted prior to the published deadlines. These deadlines are generally April for fall application and November for spring application.

申请人必须在所公布的截止日期之前提交。秋季入学申请应在同年 4 月份之前递交；春季入学申请应在上年 11 月之前递交。

3. NAU reserves the right to make the final admission decision regarding all applications.
   NAU 有权对所有的申请做出最后的录取决定。

4. NAU will offer an orientation program to all newly admitted BISU students at the start of each semester and will provide assistance with the registration process to BISU students.
   NAU 在每个学期初，向所有新录取的 BISU 学生提供入学指导，同时在入学注册过程中为 BISU 学生提供帮助。

## Academic Credit and Advising Issues
## 学分和学习指导

1. BISU students will receive appropriate academic advising by NAU staff and faculty prior to the start of their program of study.
   在学习正式开始之前，NAU 的教师和学术顾问将对 BISU 学生提供出适当的学业建议。

2. NAU considers enrollment in 12 credits at the undergraduate level and 9 credit hours at the graduate level to constitute a full course of study in a given semester consistent with the immigration requirements of the US government.
   根据美国移民局规定，留学生必须为全日制学生。NAU 要求全日制本科生每学期完成至少 12 个学分，研究生每学期完成至少 9 个学分。

3. No representations are given to BISU regarding the time in which they will complete the requirements of their program of study.
   NAU 不能向 BISU 保证学生完成学位项目所有课程所需的时间。

4. The academic transcript reflecting each student's performance will be sent to BISU at the conclusion of each student's period of study.
   学生的学习情况以及成绩单将在学业结束时由 NAU 发给 BISU。

5. Students at NAU must enroll in courses consistent with the requirement of BISU's curriculum.
   学生所选修课程需要符合 BISU 教学计划对学生培养的要求。

## Academic and Disciplinary Regulations
## 学术和管理制度

1. BISU students will be expected to remain in good academic and disciplinary standing in accordance with the rules that apply to regularly enrolled students at NAU. NAU reserves the right to dismiss students from the program and NAU if they fail to comply in this regard.
   NAU 的学术评估方法和学校管理制度同样适用于 BISU 学生。NAU 有权开除不能达到要求的学生。

2. NAU agrees to make BISU students aware of its academic and disciplinary policies and procedures during orientation and in various written material.
   NAU 将通过入学指导以及多种书面材料的形式向 BISU 学生说明学校的评估方法、管理制度及办事程序。

3. Academic program coordinators will be responsible for the revisions and executions of this agreement.
   双方所制定的联络官将负责与此合同有关的提案，以确保项目顺利执行。
   NAU's Academic Program Coordinator
   NAU 学术交流及行政联系人＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿

   BISU's Academic Program Coordinator
   BISU 学术交流及行政联系人＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿＿


## Housing
## 住宿

1. NAU undertakes to make all reasonable efforts to locate and provide suitable on-campus accommodation for BISU students, provided the appropriate housing forms are completed and returned to NAU by the deadline dates.
   如果学生在截止期限内申请并提交了住宿申请表，NAU 将尽可能向 BISU 学生提供合适的校内住宿。

2. NAU guarantees temporary housing upon arrival to BISU students.
   NAU 保证向刚到达的 BISU 学生提供临时住宿。


## Health Insurance
## 医疗保险

All BISU students enrolled at NAU are required to purchase the student health insurance provided through NAU and will be eligible to use the campus Student Health Center.

在 NAU 学习的所有 BISU 学生必须购买学校提供的学生医疗保险，以便在学校医院就诊。

## Access to Facilities
## 学校设施

BISU students will be granted the same access to university facilities as regularly enrolled NAU students, including the library, computing, sports and social facilities.
BISU 学生和 NAU 学生一样，可以使用包括图书馆、计算机房、体育设施和公共设施在内的学校设施。

## Student Integration
## 学生融合

NAU will make every reasonable effort to integrate BISU students into life in the United States and international student life by integrating them into regular undergraduate courses and providing a range of programming options through student organizations, etc.
NAU 将把 BISU 学生编入常规本科生班，以便尽可能帮助 BISU 学生融入美国和国际学生的生活，同时将通过学生组织开展一系列的活动。

## Financial Arrangements
## 收费协议

1. NAU will bill BISU students for the tuition, housing costs and other fees incurred in a given semester.
   NAU 将向 BISU 学生收取学费、住宿费和学期内其他有关费用。

2. BISU students are responsible for all other costs associated with their stay at NAU.
   BISU 学生自理个人在 NAU 学习期间的其他费用。

## Non-Discrimination
## 反歧视原则

Neither party will discriminate on the basis of race, sex, age, national origin, color, religion, sexual orientation, veterans/national guard/reserves status, disability or any other prohibited characteristic.
无论种族、性别、年龄、国籍、肤色、宗教、性取向、是否退伍军人、残疾等，任何一方都必须平等对待。

# Revision and Duration
# 修正和有效期

This agreement is subject to revision by mutual consent. It shall be considered an agreement between NAU and BISU for a total of five years from the time of signature. Either part may terminate it at the completion of an academic year by giving at least 90 days prior written notice. This agreement may only be altered or amended by the written agreement of both parties.

此协议经过双方同意可以修正。此协议长期有效，但如果双方同意，可以在任何时候解除。另外，在每学年结束后，如单方面解除协议，必须提前 90 天以上给对方发出书面通知。本协议仅在双方书面协议同意的情况下，才可修改或变动。

**Agreed and Accepted this** 12th **day of** December **2013**
本协议将于 2013 年　月　日起生效

**Beijing International Studies University：**
北京第二外国语学院

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**President**
校长　2013. 12. 24

**Northern Arizona University：**
北亚利桑那大学

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**President or Representative**
校长或校长代表