



AMENDEMENT

COOPERATION AGREEMENT FOR STUDY TRIPS

BETWEEN

UNIVERSITY OF TEACHER EDUCATION ZUG

AND

UNIVERSITY "KADRI ZEKA" GJILAN

Preamble

According to Article 2 of the general agreement, the abovementioned institutions agree on the following rules and regulations for the purpose of the implementation of student exchange activities in form of study trips.

1. Concept

Each university will send and host a group of students for one week per year. The partners will inform each other six months prior to the study trip whether it can be realized. About two to three months prior to the visit a definite number and names of students shall be communicated to the partner.

The partners have different learning goals for the students, so the programme in each place might differ. Students taking part in the study trip shall substantially contribute to the programme and the organization of the study trip.

2. Dates and number of students

PH Zug will send students to Gjilan in the beginning of October usually in calendar week 41. Kadri Zeka University will send students to PH Zug the week before Christmas which is calendar week 51. Both weeks are planned as block weeks in the curriculum of PH Zug, which guarantees the participation of students as participants as well as hosts.

The group size for each group should not extend 15 students.

3. Selection of students

Each university is responsible for the selection of students to participate in the study trip. Participating students should have a sufficient level of English to be able to profit from the exchange. The majority of students should study education. They should be interested in the education system and the society of the other country and open to exchange experiences and cultural values with each other. All participating students should be open to reflect their own cultural influences.

4. Learning goals

There might be different learning goals and settings for each institution.
PH Zug:

Students from PH Zug are selecting the optional module “Blackbox Kosovo” to participate in this study trip to Kosovo. Students will:

- work in teams with their Kosovar student colleagues on self-chosen pedagogical questions considering the different contexts in Kosovo and Switzerland and reflect their findings in terms of their profession as teachers.
- become aware of their own values and notions of normality and the ones of others and reflect on what the perceived differences and communalities could mean in terms of their profession as teachers especially with a view on dealing with migration related diversity at school.

Students from PH Zug that are hosting students from Kosovo during the study trip to Zug have selected the optional module “Blackbox Switzerland”. Ideally they have also taken part in the study trip to Kosovo but that can’t be guaranteed.

University “Kadri Zeka”

Students from UKZ are selecting the optional module “Research Project- Switzerland” to participate in this study trip to Switzerland. Students will:

- work in teams with their Swiss student colleagues on self-chosen pedagogical questions considering the different contexts in Kosovo and Switzerland and reflect their findings in terms of their profession as teachers.
- become aware of their own values and notions of normality and the ones of others and reflect on what the perceived differences and communalities could mean in terms of their profession as teachers especially with a view on dealing with migration related diversity at school.

Students from UKZ that are hosting students from Switzerland during the study trip to Gjilan have selected the optional module “Research Project- Switzerland”. Ideally they should take part in the study trip to Zug but that can’t be guaranteed.

5. **Organizational aspects**

Each hosting institution is responsible for the organization of the week and will respect wishes and learning goals of the sending institution. Students shall substantially contribute to the programme of each week. After each study trip, the partners will reflect on the programme, consider student feedback and will discuss possible adjustments for the following year.

5.1. **Travel and Arrival**

Students are responsible for the organization of the travel. If they travel together, there should be a representative of the hosting institution to welcome them after arrival. If they travel individually, students are responsible to get in contact with their host families to coordinate the arrival.

5.2. **Accommodation**

The hosting institution is organizing accommodation for participating students. Ideally, this will be with students who have already been involved with this exchange. It is preferred to stay with families but this depends on the number of available host families. Host families should provide breakfast and dinner.

5.3. **Visa**

Students are responsible for the organization of all necessary travel documents and stay permits. The hosting institution will provide letters of invitation if necessary.

5.4. **Insurance**

Students are responsible to have sufficient health and travel insurance or other relevant forms of insurance.

6. **Financial aspects**

Students have to cover the travel costs to and from the host destination. Accommodation, breakfast and dinner should be provided for free by the host families.

PH ZUG:

PH Zug will pay host families in Zug to cover expenses for food. If it is possible, PH Zug will cover the costs for transportation from the place of stay to the programme activities during the week. PH Zug will cover costs for lunch.

UKZ:

UKZ will not pay host families in Gjilan to cover expenses for food. If it is possible, UKZ will cover the costs for transportation from the place of stay to the programme activities during the week. UKZ will cover costs for lunch and if it is possible, the other transportation for cultural visits in Kosovo during the study week.

7. **Responsibilities of students**

Students are responsible to participate actively in the organization of the programme and during the study trip. All parts of the programme are mandatory. Private activities are possible before or after the official programme but not during. Students are responsible to organize the travel to and from the host destination.

8. Contacts

These contacts are involved with the study trips and responsible for the organization of the programme and all financial and other aspects:

PH Zug:

Marcus Büzberger: Programme coordinator, marcus.buezberger@phzg.ch

Marco Wenger: Programme activities, marco.wenger@phzg.ch

Judith Kreuz (mobility coordinator incomings): Accommodation, incoming@phzg.ch

Patrick Pfeuffer (Head of International Office): Financial aspects, patrick.pfeuffer@phzg.ch

University Kadri Zeka:

Prof. Ass. Dr. Dukagjin Leka, Vice Rector for International Relations, dukagjin.leka@uni-gjilan.net

Mrs. Luljete Berisha, International Relations Officer, luljeteberisha@uni-gjilan.net

Prof. Ass. Dr. Merxhan Avdyli, Dean of the Faculty of Education, merxhan.avdyli@uni-gjilan.net

Mrs. Minire Rexhepi, officer for public Relations and Protocol, minire.rexhepi@uni-gjilan.net

9. Agreement duration and termination

The Agreement shall be forwarded to each institution's Government Bodies and signed by their principals. This Agreement shall enter into force as of the date on which the last party has signed it. The Agreement remains in force for five years. Any amendment of and/or modification to the Agreement will require written approval from the abovementioned contact persons.

Either party can terminate this Agreement by providing the other party with written notice at least six (6) months prior to the suggested date of termination.

This Agreement can be terminated at any time, if mutually agreed upon. This termination shall not affect the exchanges, projects or activities in progress unless otherwise agreed by both parties.

10. Language and copies

This Agreement is drawn in two (2) identical and equally valid copies in English. Each of the involved parties shall retain one (1) copy.

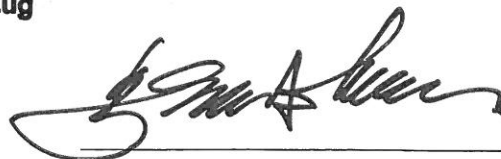
Date: 16. 12. 19

Pädagogische Hochschule Zug
Rektorat
Zugerbergstrasse 3
6300 Zug



For "University of Teacher Education Zug"
Prof. Dr. Esther Kamm, Rector

Date: 16. 12. 2019



For University "Kadri Zeka" Gjilan
Prof. Asoc. Dr Bajram Kosumi, Rector