

**AGREEMENT RE RAYSTOWN FIELD STATION SEMESTER PROGRAM  
BETWEEN SAINT FRANCIS UNIVERSITY, LORETTO, PENNSYLVANIA  
AND JUNIATA COLLEGE, HUNTINGDON, PENNSYLVANIA.**

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**Article 1**

**Subject of Agreement**

This agreement defines the terms of Raystown Field Station (hereafter RFS) semester programs (hereafter Sem@RFS) shared between Saint Francis University, Loretto, Pennsylvania (hereafter SFU) and Juniata College, Huntingdon, Pennsylvania (hereafter Juniata). It shall provide the opportunity for students at both institutions to carry out a period of study at RFS under conditions which normally pertain there.

**Article 2**

**Requirements for Participation**

- a) All students regularly enrolled at Juniata may apply for participation in the program provided that Juniata staff are satisfied that they can pursue a residential immersion program at RFS compatible with their Juniata program.
- b) All students regularly enrolled at SFU may apply for participation in the program provided that SFU staff are satisfied that they can pursue a program at RFS compatible with their SFU program.

**Article 3**

**Duration of the Sem@RFS Program**

The program will be for one semester at RFS.

**Article 4**

**Number of Participants**

The maximum number of students is based upon residential space at RFS, currently 14 students. As a general rule the institutions will seek to equalize student enrollment from each institution based upon the ratio of instructional services supplied by each institution. Generally, for a shared Sem@RFS program, each institution will provide 50% of the instructional services and therefore can supply 50% of the student enrolment.

If an imbalance in the numbers of students occurs over five years, Juniata and SFU may agree to limit enrollment from the university that has exceeded the balance until the balance is recovered to the satisfaction of both parties.

Alternatively, if SFU sends students to Sem@RFS programs without providing instructional services then the students will be counted as full-tuition-paying, direct-enrolled students to Juniata. SFU students would pay SFU tuition room and board

and Juniata would bill SFU for tuition, room and board, at a tuition rate to be negotiated. SFU students would register at Juniata and transfer Juniata credits to SFU.

#### Article 5

#### Curriculum Design and Student Registration Process for Shared Programs

Curriculum in the SFU-Juniata shared Sem@RFS program will be determined by collaboration of faculty at each institution. Appropriate courses will be created by faculty at each institution and then approved by curriculum review process at both institutions. Courses in the shared Sem@RFS program will be cross-listed on course schedules at both institutions. Therefore, SFU students will register for all shared Sem@RFS courses through the regular SFU registration process. Juniata students in the shared Sem@RFS program will register for all Sem@RFS courses through the regular Juniata registration process.

#### Article 6

#### Legal situation of Students in Sem@RFS

Both parties agree that visiting students at Sem@RFS will be subject to the disciplinary regulations of host institution (Juniata) during the period of their study. The home institution (SFU) may also invoke their disciplinary regulations in respect of their student whilst at the host institution.

Where the host institution receives an academic-based appeal (as opposed to a complaint) from a visiting student then that host institution will initially investigate and rule on that appeal. The home institution must be notified of any such appeal and nothing in this clause shall preclude the visiting student invoking the regulations of their home institution.

Where the host institution receives a complaint (which is not an academic appeal) from a visiting student, then the host institution will investigate and rule on that complaint. The host institution must notify the home institution of any such complaints, but save in exceptional circumstances as determined through negotiation between the home and host institutions, the decision of the host institution will be final.

#### Article 7

#### Financial Obligations of Exchange Students

Each Juniata student in Sem@RFS will pay the normal tuition, room, board, and other fees at Juniata. Juniata, for each SFU student in the shared Sem@RFS, will bill SFU directly for SFU students' room and board. SFU students will pay their normal tuition, room, board and other fees to SFU. Books and transportation costs at RFS are the responsibility of the individual student.

**Article 8**

**Counselling**

Each institution will provide adequate academic counselling for the Sem@RFS students. Counsellors (faculty or qualified individuals designated by each institution) will advise students in their fields of study and will help solve general difficulties and problems which the Sem@RFS students may encounter. The Sem@RFS Academic Program Director or RFS Director (at Juniata) will provide SFU staff with detailed information about the Sem@RFS program.

**Article 9**

**Final Report**

At the end of the program semester, each institution submits to the other student grades/assessment in the form used by host institution.

**Article 10**

**Responsibilities of Partner Institutions**

Through this agreement, SFU will send students to the Sem@RFS program at Juniata's RFS. Both institutions ensure within their competencies that no disadvantage to their own students will result from participation in the shared program. Within their competencies they will also take all measures necessary to meet the objectives of this agreement. It is understood that this agreement can be changed or amended only by mutual consent, should this become necessary for the realisation of the intended purpose of this agreement.

**Article 11**

**Annulment**

This agreement can be annulled at the end of an academic year on three months notice.

**Article 12**

**Final Remarks**

Each party will receive one copy of this agreement, and it is understood that all participating students will receive a copy of its terms. In the case of conflicting interpretations of the text, a mutual understanding shall be achieved in a way that takes into consideration the interests of both parties.

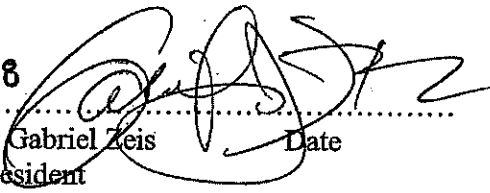
The undersigned agree to the above provisions:

For Juniata College  
1700 Moore Street  
Huntingdon  
PA 16652-2119

For Saint Francis University:  
P.O. Box 600  
Loretto, PA 15940

Thomas R. Kepple, Jr. 2/28/08

Dr. Thomas R. Kepple, Jr. Date  
President

 2/28/08  
Fr Gabriel Zeis Date  
President