**Exchange Program Agreement**

Basic parts (but not limited to these parts):

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| 1. **Collaborative Research Title** |
| 1. **Names of Principal Investigators of Both Parties** |
| **3. Research Plan, Division of Labor and Exchange Plan** |
| Briefly describe content of the research as well as the division of labor. **Clearly state the exchange plan in the following three years.** |
| **4. Ownership, Use and Transfer of the Intellectual Property** |
| Clearly state who shall own the intellectual property and how to use or share it. |
| **5. Duration** |
| Clearly state the specific dates that the exchange project starts and ends. |
| **6. Legal Validity** |
| Effective date, period and termination. |
| **7. Signature by Principal Investigators of Both Parties, Date and Place** |

The Agreement shall be printed on paper that contains the name of the either collaborator’s institution and contact information (address, telephone, fax and email).