

INTERNATIONAL DOUBLE MASTER'S DEGREE AGREEMENT BETWEEN VILNIUS GEDIMINAS TECHNICAL UNIVERSITY AND TALLINN UNIVERSITY OF TECHNOLOGY

The present International Double Master's Degree Agreement, hereinafter referred to as the "Agreement", is entered into by and between

Vilnius Gediminas Technical University, hereinafter also referred to as the "VGTU", with registered office at Sauletekio al. 11, 10223 Vilnius, Lithuania, VAT number LT119502413, on its behalf represented by prof. Alfonsas Daniūnas, Rector of the Vilnius Gediminas Technical University

and

Tallinn University of Technology, hereinafter also referred to as the "TalTech", with registered office at Ehitajate tee 5, Tallinn, Estonia, VAT number EE100224841, on its behalf represented by academician Jaak Aaviksoo, of Tallinn University of Technology.

STATE

1. That both universities share cultural, technical, educational, and scientific fields of common interest.
2. That collaboration and the exchange of experience and knowledge, as well as the provision of services between both universities, are in their greatest interest for social and cultural progress.
3. That they are interested in promoting their international collaboration in the field of higher education and research.

The Agreement regulates the conditions under which students may access and opt for a double Master's degree conferred by both universities, subject to compliance with the clauses established in this Agreement, and in accordance with the legal procedures and regulations of both universities.

The parties of the Agreement hereby have agreed as follows:

First – Purpose of the Agreement

This Agreement aims to establish the academic and administrative conditions under which students enrolled at the Master's degree programme in "Industrial Engineering and Innovation Management" at VGTU and students enrolled at the Master's degree programme in "Industrial Engineering and Management" at TalTech, may access and opt for a double Master's degree conferred by both universities, subject to compliance with the clauses established in this Agreement, and in accordance with the legal regulations at each university. The language of studies will be English at each university.

Both universities consider that the above academic programmes are similar and equivalent at the host university. The student has a right to defend the same thesis at both universities separately.

All regulations will be determined through the informal agreement between international programmes managers (within an administrative agreement).

This Agreement is accompanied by a list of the modules (Annex 1) that students enrolled in the double degree programmes may opt during their stay at the home and host university in order to obtain the double degree.

VG TU and TalTech could change their courses in study programmes in line with modules structure and minimum number of their ECTS: General studies: Business Management 18 ECTS; Core studies: Technology-based enterprise 18 ECTS; Special studies: Industrial engineering 24 ECTS; Special studies: Operations management 24 ECTS. All changes should be made no later than March 1 for forthcoming study year.

In addition to the modules specified in Annex 1 to the Agreement relevant for obtaining the double degree, students may, in consultation with international programme managers at home institution, opt for any other course delivered at the host university during their stay.

The curriculum in the tables (Annex 1) must be approved in advance by the academic bodies of both the universities, and can be modified in each academic year, after approval of the academic bodies of both universities.

Finally, Annex 3 to the Agreement provides academic and administrative officials responsible for the performance of the Agreement.

Second – Student application and admission

The maximum number of students to be enrolled in the double degree programme is 5 (five), for each academic year, by each university.

Every year both the universities will announce the application call for the double degree programme.

Evaluation of the applications and applicant's selection will be mainly based on their motivation, academic career and the level of knowledge of the English language.

Before beginning to take the courses at the host university, students admitted to the double degree program must possess the required level of knowledge of the English language is B2. In the case of students who possess a level of knowledge almost correspondent to the minimum required and under previous approval of the coordinators of the double degree program, this minimum level could be attained by taking and passing language courses at the host university's Linguistic Centre. Also in this case, the minimum level must be reached before starting the courses at the host university.

Third - Stay

Each student admitted to the double degree programme must submit his/her plan of studies to the approval of both universities.

The students participating in the double degree programme must attend two (2) semesters at the host university.

The host university, through the administrative official responsible for this Agreement, pledges to provide assistance in the search for suitable accommodation. Likewise, the host university pledges to provide the student with the information relating to the host country, visas, required medical insurance, etc., before their arrival. The host university must provide students in the double degree programme with the same services that it generally provides its own students.

Each university's academic calendar will be considered when organizing the stays. The academic official responsible for this Agreement must inform the incoming students about the organisation of the courses they must take during their stay at the host university.

All students admitted to double degree program must register and present the transcript of records of the courses already taken at their home university, as well as the learning agreement with the courses they will take during their stay at the host university.

VG TU must nominate their students to TalTech by:

Fall semester: May 15

Spring semester: November 15

TalTech must nominate their students to VG TU by:

Fall semester: April 30

Spring semester: November 15

After completing the stay, the students must submit to their home university the official Transcript of records issued by the host university in order to receive credit for the courses taken. The certificate must be presented in English.

Fourth – Enrolment and tuition fees

The student participating in the double degree programme will pay the enrolment fees and taxes at their home university and they will be exempted from paying registration or degree fees for courses taken at the host university during the period of the stay.

Once the student has been accepted into the double Master's degree programme, he/she must be enrolled in the corresponding Master's degree programme as an exchange students at the TalTech and a degree student at VG TU.

Fifth – Student obligations and rights

During the exchange period, the students will be subject to the rules and regulations of the host university and to all the legal and social obligations within the host country. Likewise, they will have the same rights as students enrolled at the host university.

If a student does not comply with the terms of this Agreement, including the length of the stay at the host university and its curriculum, that student will forfeit any right to receive the degree from the host university and will be excluded from the double degree programme, although they may still be eligible to opt for the Master's degree at their home university.

Sixth – Expenses

Scholarship by Erasmus+ programme will be provided to the student who will participate in the double degree programme by home university. The non European students must acquire health insurance that guarantees access to health care in the host country. This insurance must cover medical and health care, death and disability caused by an accident, repatriation assistance and reimbursement for medical expenses caused by an accident.

The host university, through the administrative responsible officer for this agreement, pledges to provide assistance in the search for suitable accommodation, although all stay expenses will be charged to the student.

VG TU and TalTech will undertake all efforts for finding national and international resources to assure financial support to this programme.

Seventh – Thesis Work, Thesis Research and evaluation of the results

The master thesis is written in English. The title of the thesis has to be approved by both VG TU and TalTech. Supervision is shared which implies at least one VG TU and one TalTech supervisor. A copy of this report should be sent to both universities and will be included in the student's file. Editorial rules might require two different versions of the same document. The work

should be presented and defended in English or in the language of home university (as agreed on a case-to-case basis) and according to the exams regulations and schedule of the home university.

Grading systems of the universities are provided at Annex 2.

The academic officers of both universities in charge of the coordination of this double degree programme will organise meetings by video conference at least once in a year, to evaluate the effectiveness of the academic programme and the results achieved by the students, as well as the resources supplied by both universities. They could suggest the necessary modifications to improve the quality of the programme and propose them to the competent Board of both universities.

Eighth - Duration of the Agreement

This Agreement will take effect from the time of its signing by the representatives of both universities, and will be valid for a period of five (5) years. Following this period, the Agreement may be renewed by written consent by both universities. Either one of the signatory universities may terminate this Agreement in writing, which must be sent to the partner university twelve (12) months in advance. If one university wishes to terminate this Agreement, both pledge to meet their commitments to the students admitted into the double degree programme before either withdrawal.

Moreover, the signature of this Agreement does not mean any financial liability or fulfilment to the parties of the Agreement.

Ninth – Academic and research exchanges

With the aim of supporting the double degree programme, VGTU and TalTech will promote and coordinate by mutual consent the exchange of visiting professors and researchers as well as the organisation of workshops, seminars, conferences and publications on topics of the common interest. The exchange and the development of the activities above mentioned will conform to the norms and procedures in force in the two universities.

The teaching staff exchange between universities is carried out.

Tenth – Use of Logo

The parties of the Agreement mutually commit not to use the name and/or logo or any other identifying marks for purposes other than those covered by the Agreement, except for specific agreements between the parties of the Agreement that provide, prior to explicit approval, forms of communication and divulging of the initiatives covered by the agreement.

Eleventh – Personal data treatment

Universities will arrange for the treatment, the dissemination and communication of personal data in pursuit of their institutional goals and as provided by law.

Twelfth – Text of the agreement

The Agreement will be drawn up in English. Any amendments or changes to the text of the agreement must be requested in writing by the university proposing them.

All the disputes related to this Agreement shall be settled in a way of negotiations. Any dispute or disagreement arising under the Agreement or related to it and non-regulated by it will be settled in court of Estonia (exclusive jurisdiction) as established by legal acts of Estonia.

As proof of Agreement with the foregoing, the present agreement is signed in duplicate.

On behalf of Tallinn University of Technology



Academician Jaak Aaviksoo

Rector of Tallinn University of Technology

Date: *april 22, 2019*

On behalf of Vilnius Gediminas Technical University



Prof. Alfonsas Daniūnas

Rector of the Vilnius Gediminas Technical University

Date: *02-05-2019*

Annex 1. List of modules for VGTU and TalTech students

Modules	Code of course	TalTech students at TalTech on the 1st year of their studies	ECTS	Semester		Code of course	VGTU students at VGTU on the 1st year of their studies	ECTS	Semester
General studies: Business Management 18 ECTS of 18 ECTS		Compulsory courses	12		General studies: Business Management 21 ECTS (min 18 ECTS)		Compulsory courses	21	
	MMK5270	Business Process Management	6	Autumn		MEMKM 18201	Industrial Organisation and Strategic Management	6	Spring
	MMO5530	Strategic and Financial Management	6	Spring		MEMKM 17344	Human Resource Management and Leadership	6	Autumn
		Elective courses	6			MEMKM 17352	Marketing of Innovative Products and Investment Management (with course work)	9	Spring
	MMM5350	Business Negotiation and Intercultural Communication	6	Autumn					
	MMM5360	Industrial Marketing	6	Spring					
Core studies: Technology-based enterprise 12 ECTS of 18 ECTS		Compulsory courses	6		Core studies: Technology-based enterprise 12 ECTS of 18 ECTS		Compulsory courses	12	
	EMT0160	Production Digitalization	6	Spring		MEMKM 17358	Manufacturing Simulation and Industrial Production Systems	6	Spring
		Elective courses	6			MEMKM 17345	Master Graduation Thesis 1	3	Autumn
	EMT0170	Computer Aided Design	6	Autumn		MEMKM 17360	Master Graduation Thesis 2	3	Spring
Special studies: Industrial engineering 18 ECTS of 24 ECTS		Compulsory courses	12		Special studies: Industrial engineering 0 ECTS of 24 ECTS				
	EMT8600	Concurrent Product Development	6	Autumn					
	EMT0150	Production Engineering - Planning and Control	6	Autumn					
		Elective courses	6						
Special studies: Operations management 12 ECTS of 24 ECTS		Compulsory courses	12		Special studies: Operations management 24 ECTS of 24 ECTS		Compulsory courses	24	
	MMK5280	Project Management	6	Autumn		MEMKM 17342	Improvement and Innovation of Manufacturing Process (with course work)	9	Autumn
	MMK5260	Supply Chain Management	6	Autumn/ Spring		MEMKM 17343	Supply Chain Management and International Manufacturing	9	Autumn
	EME8060	Managerial Psychology	6	Spring		MEMKM 17357	Innovation Strategy and Tactics	6	Spring
	MNI5120	Innovation and Case Studies of New Technologies	6	Spring					
						MEMKM 17341	Fundamentals of Research and Innovation	3	Autumn
First year	Subtotal		60		First year	Subtotal		60	
Core studies: Technology-based enterprise 6 ECTS of 18 ECTS		TalTech students at VGTU on the 2nd year of their studies			Core studies: Technology-based enterprise 6 ECTS of 18 ECTS		VGTU students at TalTech on the 2nd year of their studies		
		Compulsory courses	6				Compulsory courses	6	
Special studies: Industrial engineering 6 ECTS of 24 ECTS	MEMKM 17358	Manufacturing Simulation and Industrial Production Systems	6	Spring	Special studies: Industrial engineering 24 ECTS of 24 ECTS	EMT0160	Production Digitalization	6	Spring
		Elective courses	6				Compulsory courses	12	
	MEMKM 18303	Business Game	6	Autumn		EMT8600	Concurrent Product Development	6	Autumn
	MEMKM 91004	Models Development	6	Autumn		EMT0150	Production Engineering - Planning and Control	6	Autumn
Special studies: Operations management 15 ECTS of 24 ECTS	MEMKM 91003	Information Systems of Production Management	6	Autumn	Special studies: Operations management 6 ECTS of 24 ECTS		Elective courses	12	
						EMT0140	Internet of Things for Industry	6	Autumn
						EMT0191	Technology-based Entrepreneurship and Innovation	6	Autumn
						EMT0130	Optimization Methods	6	Autumn
Free choice course (compulsory)		Compulsory courses	15		Free choice course (compulsory)		Compulsory courses	6	
	MEMKM 17342	Improvement and Innovation of Manufacturing Process (with course work)	9	Autumn		EMT0060	Quality Management	6	Autumn
	MEMKM 18302	Products and Service Quality	6	Autumn					
	MEMKM 17375	Master Graduation Thesis 4	30	Spring			Graduation thesis	30	Spring
Second year	Subtotal		63		Second year	Subtotal		66	
Total			123		Total			126	

Annex 2. Grading systems of the universities

TalTech grade	ECTS grade	Evaluation	VGTU grade
5	A	EXCELLENT	10
4	B	VERY GOOD	9
3	C	GOOD	8
3	C	FAIR	7
2	D	SATISFACTORY	6
1	E	PASS	5
0	FX/F	FAIL	4 and below

Annex 3. Academic and administrative officials responsible for the double master's agreement

The academic staff responsible for the double Master's degree programme are as follows:

- Dr. Rūta Banelienė – “Industrial Engineering and Innovation Management” study programme director at VGTU
- Assoc. Prof. Kristo Karjust – “Industrial Engineering and Management” study programme director at TalTech

The administrative officials responsible for the double Master's programme, including administrative dialogue with the partner institution agreement, are:

- Director of International Relations Office
- Aušra Peledienė at VGTU
- Email: ausra.pelediene@vgtu.lt; tel. +37 052370557
- Address: Saulėtekio al. 11, 10223 Vilnius, Lithuania

- Responsible officer of International Programs Office
- Anna-Maria Nizovtseva at TTU
- Email: anna-maria.nizovtseva@taltech.ee
- Address: Ehitajate tee 5, Tallinn, Estonia

If either one of the signatory institutions changes any of the officials named herein, it must inform the partner institution, as well as the academic and administrative officials of the double Master's degree programme, and indicate the corresponding substitutes.