

Student Exchange Program Policy

Section 1 - Purpose

(1) QUT has long embraced a policy of "internationalisation" in its programs. As part of this Policy, QUT students are encouraged to study at an overseas institution for one or two teaching periods as part of their course. Additionally, QUT welcomes inbound exchange students to spend one or two teaching periods in an Australian environment. To facilitate this, QUT has reciprocal exchange agreements with universities around the world.

(2) The underlying premise of the exchange program is that exchange balances between inbound and outbound students should be neutral over the life of the agreement.

Section 2 - Roles and Responsibilities

Position	Responsibility
Deputy Vice-Chancellor and Vice-President (International and External Relations)	Signs student exchange agreements.
QUT International	Promotes and administers the student exchange program.

Section 3 - Student Exchange Agreements

(3) Student exchange with any partner must be supported by a formal Student Exchange Agreement. Student Exchange Agreements are covered under the University's [International Cooperation Agreements Policy](#) and therefore are bound by all relevant sections of that policy.

Section 4 - Outbound Student Selection

(4) Guidelines relating to eligibility and selection criteria are available on the [Outbound Student Exchange](#) website (QUT staff and student access only). QUT students are chosen for outbound exchange and nominated to partners according to the number of places available at each partner, and the published requirements. Applications are assessed by the International Relations team, with recommendations made for approval by the Head of International Relations.

Section 5 - Student Exchange Program Bursaries

(5) QUT offers financial assistance to QUT students undertaking specific international experiences relating to their study. The amount of funding and types of experience supported depend on strategic priorities, and the number of students participating. QUT students undertaking a semester of exchange are usually eligible for a bursary, with the amount confirmed prior to the exchange application deadline.

(6) Bursaries are open to undergraduate and postgraduate coursework students and are administered by the International Relations team with the exception of faculty-based bursaries, which are granted and administered by the

faculties under their guidelines.

(7) Outbound exchange students who are recipients of a bursary must adhere to the Student Exchange Agreement terms and conditions, or may be required to repay the bursary to QUT.

Section 6 - Inbound Exchange Students

(8) The acceptance of inbound exchange students is a contribution to QUT's commitment to internationalisation. QUT receives no funding support for inbound exchange students and relies on the goodwill of QUT as an institution and its academic and administrative staff.

(9) Inbound exchange students are subject to the selection criteria pertaining to their own institution and are recommended by that institution. Additionally, they are bound by minimum academic and English entry requirements for QUT, and any other requirements as outlined in the exchange agreement between QUT and the partner institution.

(10) Under delegated authority from the Vice-President (Administration) and University Registrar, the International Relations team makes offers of places to the selected students.

Section 7 - Delegations

(11) Refer to [Register of Authorities and Delegations](#) (VC015) (QUT staff access only).

Status and Details

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