



**LETTER OF AGREEMENT
AMONG UNIVERSITIES OF SEAMEO MEMBER COUNTRIES
(INDONESIA, PHILIPPINES, THAILAND and VIETNAM)**

**UNDER THE PROJECT
“PRE-SERVICE STUDENT TEACHER EXCHANGE IN SOUTHEAST ASIA”
(SEA-TEACHER PROJECT)**

Herewith partners:

The Southeast Asian Ministers of Education Organization (SEAMEO) Secretariat, a regional intergovernmental organization established in 1965 among governments of Southeast Asian countries to promote regional cooperation in education, science and culture, located in Bangkok, Thailand, represented in this document by its Director, Dr Ethel Agnes Pascua-Valenzuela. The participating universities below agree to join the project.

Indonesia Institutions/Universities:

1. Islamic University of Kalimantan Muhammad Arsyad Al Banjari Banjarmasin
2. Universitas Ahmad Dahlan
3. Universitas Borneo Tarakan
4. Universitas Brawijaya
5. Universitas Halu Oleo
6. Universitas Islam Indonesia
7. Universitas Jambi
8. Universitas Kristen Indonesia
9. Universitas Lampung
10. Universitas Muhammadiyah Kotabumi
11. Universitas Muhammadiyah Prof Dr Hamka
12. Universitas Muhammadiyah Purwokerto
13. Universitas Muhammadiyah Sumatera Utara
14. Universitas Muhammadiyah Surakarta
15. Universitas Mulawarman
16. Universitas Muria Kudus
17. Universitas Negeri Makassar
18. Universitas Negeri Malang
19. Universitas Negeri Surabaya
20. Universitas Nusa Cendana
21. Universitas Pakuan
22. Universitas Pattimura


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Director
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23. Universitas Pendidikan Indonesia
24. Universitas PGRI Semarang
25. Universitas Sebelas Maret
26. Universitas Sriwijaya
27. Universitas Tadulako
28. Universitas Tunas Pembangunan Surakarta
29. University of Bengkulu
30. University of Lambung Mangkurat

Philippine Institutions/Universities:

1. Adamson University
2. Ateneo De Naga University
3. Benguet State University
4. Bicol State College of Applied Sciences and Technology
5. Bicol University
6. Capiz State University
7. Cavite State University
8. Central Luzon State University
9. Central Philippine University
10. De La Salle University - Dasmariñas
11. Don Mariano Marcos Memorial State University
12. Dr. Emilio B. Espinosa Sr. Memorial State College of Agriculture and Technology
13. Far Eastern University
14. FEU Roosevelt
15. Guimaras State University
16. Iloilo Science and Technology University
17. Iloilo State University of Fisheries Science and Technology
18. Mariano Marcos State University
19. Mindoro State University
20. Nueva Ecija University of Science and Technology
21. Pangasinan State University
22. Philippine Normal University
23. President Ramon Magsaysay State University
24. Saint Louis University
25. Saint Mary's University
26. Technological Institute of the Philippines
27. Universidad de Sta. Isabel de Naga, Inc.
28. University of Mindanao-Digos College
29. University of Mindanao-Tagum College
30. University of Northern Philippines
31. University of Saint Anthony
32. University of San Jose-Recoletos
33. University of Santo Tomas
34. University of St. La Salle
35. University of the Immaculate Conception
36. West Visayas State University
37. Xavier University Ateneo de Cagayan



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Thailand Institutions/Universities:

1. Chiang Mai Rajabhat University
2. Chiang Rai Rajabhat University
3. Kanchanaburi Rajabhat University
4. Lampang Rajabhat University
5. Nakhon Pathom Rajabhat University
6. Nakhon Ratchasima Rajabhat University
7. Nakhon Sawan Rajabhat University
8. Suratthani Rajabhat University
9. Udon Thani Rajabhat University
10. Valaya Alongkorn Rajabhat University under the Royal Patronage

Vietnam Institutions/Universities:

1. Dong Thap University



Agree as follows:

To join the 9th Batch of SEA-Teacher Project among Teacher Education Institutions/Universities in Indonesia, Philippines, Thailand, and Vietnam which will be implemented in 2023. The above participating Teacher Education Institutions/Universities agree that:

1. The agreement shall be implemented in reciprocal way. The participating institutions are suggested to implement the equal number of outbound and inbound students.
2. The 9th batch of SEA-Teacher Project shall be applied for 3rd - 4th year students (Bachelor Degree), studying in Faculty/School of Education and/or Teacher College.

The major study areas of students shall be as follows, but not limited to:

- 1) Mathematics
- 2) Science
- 3) English
- 4) Physical Education
- 5) Elementary School
- 6) Social Studies
- 7) Pre-School Education.



3. The exchange program shall be equivalent to a minimum of 2 credits; the maximum credit per semester depends on the sending universities.
4. The Internship Exchange Programme shall include classroom observation and practicum (teaching experience) in the school networks of receiving Teacher Education Institutions/Universities.
5. The 9th batch of exchange period is subjective to the agreed schedule between the sending and receiving Teacher Education Institutions/Universities but it is suggested to be tentative in July-September 2023 (30 days within 3 months). However, the exchange schedule is flexible within the school year 2023-2024. (30 days during the first or second semester of the school year) depends on the agreement with the partner.
6. The participating Teacher Education Institutions/Universities should find the potential partners for the Student Internship Exchange by themselves.
7. The exchange agreement such as number of inbound and outbound students, major study areas of students and period of exchange depend on the agreement with the partner.
8. The participating Teacher Education Institutions/Universities shall ensure that the students apply "International Health Insurance" from their home country prior to their departure.
9. Any eventualities that may occur to the students during the exchange period, the Receiving Teacher Education Institutions/Universities shall advance hospitalisation expenses follow by the reimbursement of the student's parents.
10. In case of unforeseen circumstances such as a natural disaster or a political violence, the extra expenses related to the students shall be shouldered by the Sending Teacher Education Institutions/Universities.

11. The **Sending Teacher Education Institutions/Universities** shall be responsible for:

- i. Recruiting eligible students (with good academic performance, proficiency English communication, attitude, maturity, and good health).
- ii. Coordinating responsively with SEAMEO Secretariat and the partner Teacher Education Institutions/Universities for the programme implementation.
- iii. Coordinating with the Receiving Teacher Education Institutions/Universities for the arrangement of the online interview, letter of acceptance, transportation service to and from the nearest airport.
- iv. Providing support in arranging for the airfare, meals/pocket money, international health insurance, and student visa / education visa / special student permit (SSP)(if required) of the outbound students.
- v. Conducting pre-departure orientation for the outbound students.
- vi. Ensuring that the students submit the required documents to SEAMEO Secretariat at the end of practicum.

12. The **Receiving Teacher Education Institutions/Universities** shall be responsible for:

- i. Coordinating responsively with SEAMEO Secretariat and the partner Teacher Education Institutions/Universities for the programme implementation.
- ii. Determining the practicum schools that will provide opportunities for students to do assisted teaching, teach (minimum 20 hours), and other arrangement as required by SEAMEO Secretariat.
- iii. Coordinating with the Receiving Teacher Education Institutions/Universities for the arrangement of the online interview, letter of acceptance, and the pick up schedule of the inbound students.
- iv. Providing accommodation for inbound students.
- v. Providing transportation service for the inbound students from and to the nearest airport.
- vi. Providing mentor(s) and buddy(ies) for the inbound students.
- vii. Ensuring that the inbound students apply international health insurance from their home country prior to their departure.
- viii. Ensuring or providing support in student visa / education visa / special student permit (SSP)(if required).
- ix. Providing the educational/cultural activities or trips preferably during the weekend time.
- x. Ensuring that the students submit the required documents to SEAMEO Secretariat at the end of practicum.

13. For budgeting, it will be based on the following cost-sharing agreement between the agreed parties:

- i. The parents of the students and/or sending universities shall shoulder the cost of (1) passport/visa fee (2) health check-up (3) international health and travel insurance (4) airfare (5) daily meals (6) daily public transportation (7) pocket money.


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- ii. The Teacher Education Institutions/Universities shall shoulder the cost of (1) accommodation (2) airport transfer to and from the nearest airport (3) extra activities required by the receiving Teacher Education Institutions/Universities for the inbound students to join.
14. The eligibility of the students shall be ensured by the sending and receiving Teacher Education Institutions/Universities.
15. The withdrawal by the Teacher Education Institutions/Universities after mapping shall not allow to join the following batch. It is allowed to apply again after being punished for one-batch skip.
16. For the cancellation of the students, the Teacher Education Institutions/Universities shall inform SEAMEO Secretariat before the student's online interview. Any cancellation after the online interview, the Teacher Education Institutions/Universities shall find the "replacement". In case of no replacement, that Teacher Education Institutions/Universities shall be excluded in the following batch. It is allowed to apply again after being punished for one-batch skip.
17. SEAMEO Secretariat shall issue the e-Certificate of Accomplishment only for the students who have met the requirement set by SEAMEO Secretariat.


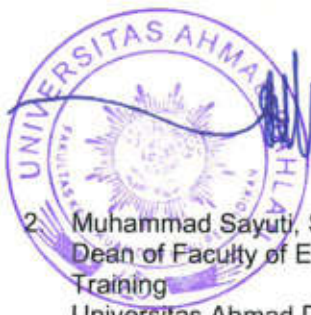





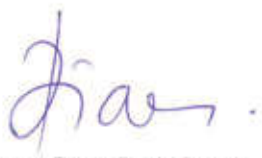


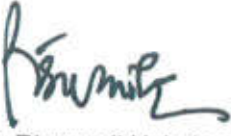

Signed at Avani Hotel Sukhumvit Bangkok, Thailand on 21 March 2023 and witnessed by the SEAMEO Secretariat, Thailand.



Ethel Agnes Pascua Valenzuela
Dr Ethel Agnes Pascua Valenzuela
Director
SEAMEO Secretariat

Signed by

Indonesia Institutions/Universities:











 <p>1. Dr Hengki, S S, M Pd Head of Collaboration Bureau Islamic University of Kalimantan Muhammad Arsyad Al Banjari Banjarmasin</p>	  <p>2. Muhammad Sayuti, S Pd, M Pd, M Ed, Ph D Dean of Faculty of Education and Teacher Training Universitas Ahmad Dahlan</p>
 <p>3. Suyadi, SS., M.Ed., PhD Dean of Faculty of Education and Teacher Training Universitas Borneo Tarakan</p>	  <p>4. Prof Dr Imam Santoso, MP Vice Rector for Academic affairs Universitas Brawijaya</p>
 <p>5. Dr Jamiludin, M Hum Dean of Teacher and Training Education Faculty Universitas Halu Oleo</p>	 <p>6. Dr rer nat Dian Sari Utami Director of Partnership and International Affairs Universitas Islam Indonesia</p>
 <p>7. Prof Drs H Sutrisno, M Sc, Ph D Rector Universitas Jambi</p>	 <p>8. Dr rer pol led Veda Sitepu, S S, M A Vice Rector for Student Affairs and Cooperation Universitas Kristen Indonesia</p>
 <p>9. Dr Riswandi Helminur, M Pd Vice Dean of Academic and Cooperation Affairs Universitas Lampung</p>	 <p>10. Dr Sumarno, M Pd Rector Universitas Muhammadiyah Kotabumi</p>

CERTIFIED TRUE AND CORRECT













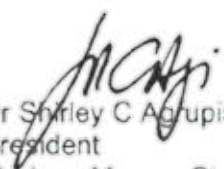




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 <p>11. Prof Dr Gunawan Suryoputro Rector Universitas Muhammadiyah Prof Dr Hamka</p>	 <p>12. Condro Nur Alim, Ph D Director of International Affairs Office Universitas Muhammadiyah Purwokerto</p>
 <p>13. Assoc Prof Dr Rudianto, M Si Vice Rector for Students, Alumni Relations and Collaboration Affairs Universitas Muhammadiyah Sumatera Utara</p>	 <p>14. Prof Dr Harun Joko Prayitno, M Hum Vice Rector for Academic Affairs Universitas Muhammadiyah Surakarta</p>
 <p>15. Prof Dr H Muh Amir Masruhim, M Kes Dean of Faculty of Teacher Training and Education Universitas Mulawarman</p>	 <p>16. Prof Dr Ir Darsono, M Si Rector Universitas Muria Kudus</p>
 <p>17. Dr Widya Karmila Sari Achmad, M Pd Kepala Pusat PPL PKL DAN PI UNM Universitas Negeri Makassar</p>	 <p>18. Assoc Prof Evi Eliyanah Director of Office of International Affairs Universitas Negeri Malang</p>
 <p>19. Dr M Jacky, S Sos, M Si Head of MBKM Program Universitas Negeri Surabaya</p>	 <p>20. Dr Siprianus Suban Garak, M Sc Vice Rector for Students and Alumni affair Universitas Nusa Cendana</p>
















 <p>21. Prof Dr rer pol Ir Didik Notosudjono, M Sc Rector Universitas Pakuan</p>	 <p>Dekan FKIP UNPATTI Prof. Dr. L.H. Wenno, S.Pd., M.Pd NIP. 197401252000121001</p> <p>22. Prof Dr Izaak H Wenno, S Pd, M Pd Dean of FKIP Universitas Pattimura</p>
 <p>23. Prof Dr M Solehuddin, M Pd, M A Rector Universitas Pendidikan Indonesia</p>	 <p>24. Dr Nur Hidayat, M Hum Director of UPGRIS International Office Universitas PGRI Semarang</p>
 <p>25. Dr Mardiyana, M Si Dean of the Faculty of Teacher Training and Education Universitas Sebelas Maret</p>	 <p>26. Dr Hartono, M A Dean Faculty of Teacher Training and Education Universitas Sriwijaya</p>
 <p>27. Prof Drs Anang Wahid Muhammad Diah, MSi, PhD Head, Development Center of Emancipated Learning (MBKM) Universitas Tadulako</p>	 <p>28. Dr Nuruddin Priya Budi Santoso, M Or Vice Rector of Student Affairs and Collaboration Universitas Tunas Pembangunan Surakarta</p>
 <p>29. Dr Alexon, M Pd Dean Faculty of Teacher Training and Education University of Bengkulu</p>	 <p>Dr Ethel Agnes Pascua-Valenzuela Director SEAMEO Secretariat</p> <p>30. Prof Dr Atiek Winarti, M Pd, M Sc Vice Dean of Academic Affairs Faculty of Teachers Training and Education University of Lambung Mangkurat</p>




Philippine Institutions/Universities:

 <p>1. Dr Catherine Q Castaneda Vice President for Academic Affairs Adamson University</p>	 <p>2. Fr Roberto E N Rivera, S.J University president Ateneo De Naga University</p>
 <p>3. Dr Felipe Salaing Comila University president Benguet State University</p>	 <p>4. Dr Alex H Navarroza SUC President II Bicol State College of Applied Sciences and Technology</p>
 <p>5. Dr Baby Boy Benjamin D Nebres III University President Bicol University</p>	 <p>6. Dr Editha C Alfon SUC President III Capiz State University</p>
 <p>7. Dr Hernando D Robles University President Cavite State University</p>	 <p>8. Prof Edgar A Orden, Ph D SUC President IV Central Luzon State University</p> <p>TRIPLE MARK CORRECT</p>  <p>Dr Ethel Agnes P. Valenzuela Director SPAMEO Secretariat</p>
 <p>9. Teodoro C Robles, Ph D President Central Philippine University</p>	 <p>10. Francisco De La Rosa VI, FSC President De La Salle University - Dasmariñas</p>

 <p>11. Dr Jaime I Manuel, Jr President Don Mariano Marcos Memorial State University</p>	 <p>12. President Dr Renee A Lamela SUC President III Dr. Emilio B. Espinosa Sr. Memorial State College of Agriculture and Technology</p>
 <p>13. Chenee M Dino-Aparicio OIC Dean, Institute of Education Far Eastern University</p>	 <p>14. Dr Alma Emerita V Dela Cruz Senior Vice President FEU Roosevelt</p>
 <p>15. Lilian Diana B Parreño, Ph D University President Guimaras State University</p> 	 <p>16. Raul F Muyong, Ed D University president Iloilo Science and Technology University</p> 
 <p>17. Dr Nurdy D Siason, Jr University President Iloilo State University of Fisheries Science and Technology</p> 	 <p>18. Dr Shirley C Agupis President Mariano Marcos State University</p> 
 <p>19. Dr Levy B Arago, Jr University President Mindoro State University</p>	 <p>20. Dr Feliciano P Jacoba SUC President III Nueva Ecija University of Science and Technology</p> 


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 21. Dr Elbert M Galas University President Pangasinan State University	 22. Dr Bert J Tuga President Philippine Normal University
 23. Dr Roy N Villalobos University President President Ramon Magsaysay State University	 24. Rev. Fr. Gilbert B Sales, CICM President Saint Louis University
 25. Mr Gerome H Bautista Head, Professional Education Department Saint Mary's University	 26. Dr Cynthia C Llanes Vice President for Academic Affairs Technological Institute of the Philippines
 27. Sr Lourdes L Albis, DC University President Universidad de Sta. Isabel de Naga, Inc.	 28. Dr Tessie G Miralles VP - Branch Operations  Eduard L Pulvera, MSIS Dean of College  University of Mindanao-Digos College
 GINA FE G. ISRAEL, EdD Dean of College  EVELYN P. SALUDES, EdD VP – Branch Operations 29. University of Mindanao-Tagum College	 30. Erwin F Cadorna University President University of Northern Philippines   Dr Ethel Agnes Pascua-Valenzuela Director SEAMEO Secretariat

 <p>31. Dr Jose B Ballesteros Vice-President for Academic Affairs University of Saint Anthony</p>	 <p>32. Rev Fr Eduardo S Celiz Jr, OAR University President University of San Jose-Recoletos</p>
 <p>33. Very Rev Fr Richard G Ang, O P Rector University of Santo Tomas</p>	 <p>34. Dr Sheila T Uy Dean, College of Education University of St. La Salle</p>
 <p>35. Dr Lolly Jean C Simbulas Dean, College of Teacher Education University of the Immaculate Conception</p>	 <p>Dr. Joselito F. Villaruz President West Visayas State University</p> <p>36. Dr Joselito F Villaruz President West Visayas State University</p>
 <p>37. Fr Mars P Tan, SJ University President Xavier University Ateneo de Cagayan</p>	  <p>Dr Ethel Agnes Pascua Valenzuela Director SEAMEO Secretariat</p>

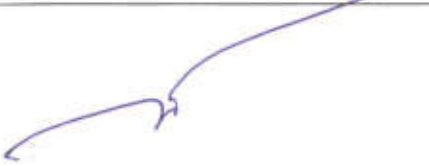
Thailand Institutions/Universities:

 <p>1. Assoc Prof Dr Watcharapong Wattanakul Vice President Chiang Mai Rajabhat University</p>	 <p>2. Dr Sornchai Mungthaisong President Chiang Rai Rajabhat University</p>
 <p>3. Dr Piangchan Moffatt Head of English Department, Faculty of Education Kanchanaburi Rajabhat University</p>	 <p>4. Mrs Autchariya Krautharot Assistant to President for Foreign Affairs Lampang Rajabhat University</p>
 <p>5. Dr Wirat Pinkaew President Nakhon Pathom Rajabhat University</p>	 <p>6. Dr Waewalee Waewchimplee Assoc Dean of Graduate School for Administrative and Foreign Relations Nakhon Ratchasima Rajabhat University</p>
 <p>7. Asst Prof Dr Darett Naruemon Head of the Programme English for Business Communication Nakhon Sawan Rajabhat University</p>	 <p>8. Asst Prof Dr Jirasak Saekhow Dean, Faculty of Education Suratthani Rajabhat University</p>
 <p>9. Assistant Professor Phunarat Phiphithkul Dean of Education Udon Thani Rajabhat University</p>	 <p>10. Assoc Prof Dr Sombat Kohchasi President Valaya Alongkorn Rajabhat university under the Royal Patronage</p>

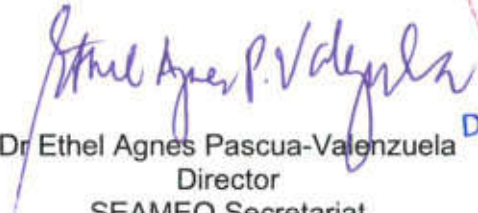


 Dr Ethel Agnes Pascua Valenzuela
 Director
 SEAMEO Secretariat

Vietnam Institutions/Universities:

 1. Ho Van Thong Rector Dong Thap University	
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Witnessed,


Dr Ethel Agnes Pascua-Valenzuela
Director
SEAMEO Secretariat



Dr Ethel Agnes Pascua-Valenzuela
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SEAMEO Secretariat