I. PURPOSE & INTENT

The purpose of this Policy is to set forth the rules governing the student exchange programs.

II. STATEMENT OF POLICY

There are three (3) exchange program models for student exchanges:

1. Plan A (Used in nearly all exchange programs):
   The out-going University of South Florida (USF) student pays to USF a fee which covers the cost of their full time registration while on exchange. Full time registration is a minimum of twelve (12) credits and a maximum of fifteen (15) credits. The student also pays an administrative charge to the Education Abroad Office. These funds are deposited into the appropriate USF accounts. In this plan, the USF student does not pay for registration at the partner institution while on exchange. Likewise, visiting students will pay fees to their home institution but will not pay for registration at USF. Registration fees for those students are waived. Various other fees (health, student activity, etc.) may be charged to each student by the host institutions, and these are detailed in the exchange agreement signed by both universities.

2. Plan B (Rarely used):
   The out-going USF student pays the same registration and administrative costs as outlined above and is also charged an amount sufficient to cover the cost of half a double room and the Any Fifteen Meal Plan or its equivalent for the incoming exchange student. The visiting student does not pay for registration fees, room or meal plan here. The Education Abroad Office pays the Department of Housing and Residential Education and USF Dining Services for the room and meal plan from the funds paid by the outgoing students. Various fees (health, student activity, etc.) may be charged to each student by
the host institutions, and these are detailed in the exchange agreement signed by both universities.

3. Plan C (Used only when USF is hosting scholars rather than students):
   The out-going USF student pays the same registration and administrative costs as outlined above and is also charged an amount sufficient to cover the cost of half a double room and the Any Fifteen Meal Plan or its equivalent for the incoming exchange scholar. These funds are used to fund the maintenance allowance of a visiting scholar from the overseas institution. It requires approximately three (3) outgoing USF students to provide funding for one (1) incoming scholar for one semester. Various fees (health, student activity, etc.) may be charged to the USF student and the visiting scholar by the host institutions, and these are detailed in the exchange agreement signed by both universities.

   Additional information on USF exchange programs may be found at: [http://global.usf.edu/educationabroad/](http://global.usf.edu/educationabroad/).

   Regional campuses may have unique Student Exchange characteristics. Students, faculty and staff must check with their individual campuses and apply University-wide policies in conjunction and consistent with the specific characteristics and guidelines applicable to those campuses.

*Current Responsible Office: Academic Affairs

*Refer to the appropriate Responsible Office website for a current name of the Vice President or other Responsible Officer.*