



**AGREEMENT FOR BACHELOR'S DOUBLE DEGREE PROGRAMME
BETWEEN
KAJAANIN AMMATTIKORKEAKOULU, KAJAANI UNIVERSITY OF APPLIED
SCIENCES LTD (FINLAND)
AND
HOCHSCHULE STRALSUND, UNIVERSITY OF APPLIED SCIENCES (GERMANY)**

On behalf of Kajaanin ammattikorkeakoulu, Kajaani University of Applied Sciences Ltd (hereinafter referred to as “KAMK”), carrying out its educational activities in accordance with the license No. 20/401/95 issued 15.6.1995 by Finnish Government, represented by President, CEO, PhD, eMBA Matti Sarén.

AND

On behalf of Hochschule Stralsund, University of Applied Sciences (hereinafter referred to as “HOST”) carrying out its educational activities in accordance carrying out its educational activities in accordance with “Verordnung published in GVOB1. M-V S. 190” issued 02.07.1991, represented by Rector Prof. Dr. Ralph Sonntag have signed the agreement on cooperation within the framework of double degree programmes.

1. SCOPE OF THE AGREEMENT

- 1.1. This agreement determines the code of cooperation between KAMK and HOST within the framework of double degree programmes.
- 1.2. It is intended that all teaching and assessment related to these degree programmes is conducted in English.
- 1.3. This agreement is supplemented with detailed appendices, which include information on the degree programmes in question, admission procedures, detailed curriculums and other matters concerning the relevant study and living arrangements. The appendices shall be approved and signed by the authorized representatives of both parties and remain valid until replaced by a newer version.

2. DOUBLE DEGREE PROGRAMME

- 2.1. Students of both institutions are eligible to participate in double degree programmes. To qualify for a double degree, a student must fulfill the requirements listed in the appendices.
- 2.2. Regular student exchange between the contracting parties is carried out in accordance with the Erasmus bilateral exchange agreement, unless otherwise defined in appendices.
- 2.3. In both institutions, the workload is 30 ECTS per semester, which comprises lectures, assignments, group work, virtual learning and independent studies.

3. STUDENT STATUS

- 3.1 The participating students from both institutions (hereinafter referred to as “the students”) shall be enrolled in the receiving institution for the whole duration of their exchange studies.

- 3.2 The number of eligible students, application procedure and financial conditions of participation in the double degree programmes are defined in the appendices.
- 3.3 Both institutions agree to provide the participating students with detailed transcripts of records no later than six weeks after the end of academic semester.
- 3.4 Both institutions agree to accept the results of studies at the receiving institution under the given agreement in accordance with the provided transcript of records.
- 3.5 After successful completion of studies listed in the appendices, the students receive a detailed transcript of records and a certificate of attendance from the receiving institution.
- 3.6 After fulfillment of the requirements listed in the appendices, the receiving institution awards the students a Bachelor's degree.
- 3.7 After successful completion of studies and fulfillment of other requirements at the home institution, the students are awarded a Bachelor's degree in accordance with the national regulations.

4. RESPONSIBILITIES OF THE CONTRACTING PARTIES

- 4.1 HOST and KAMK agree to use available resources to ensure the quality of their educational services and to meet the national educational standards.
- 4.2 The sending institution shall provide eligible applicants with detailed information about the conditions of participation in the degree programme carried out in accordance with this agreement.
- 4.3 The sending institution shall ensure the eligible applicants follow the application process described in the appendices.
- 4.4 Both institutions shall notify each other of any changes in the curriculum of the relevant bachelor degree programme, which may affect successful implementation of the programme under this agreement.
- 4.5 The receiving institution has the right to accept or reject applicants selected and nominated by the sending institution.
- 4.6 Both institutions shall ensure that the accepted students have access to the same social and academic facilities as all the other students at the receiving institution.
- 4.7 The receiving institution registers the accepted students for the whole duration of their exchange studies in accordance with this agreement and the appendices.

5. RESPONSIBILITIES OF THE STUDENTS

- 5.1 The students are responsible for in-time submission of documents in accordance with the application procedure, specified in the appendices.
- 5.2 The students agree to accept the rules and conditions of the receiving institution by registering as students at the receiving institution.
- 5.3 The students are responsible for taking out adequate health insurance coverage for the entire duration of their stay abroad. Neither KAMK nor HOST are liable for the health care costs of the students.
- 5.4 The students agree to cover their own travel, living and other personal expenses.
- 5.5 The students agree to follow the financial conditions defined in the agreement and appendices.

6. FINANCIAL CONDITIONS OF IMPLEMENTATION OF THIS AGREEMENT

The amount of the tuition fee, payment procedure, scholarship system and other financial conditions are described in the appendices.

7. FORCE MAJEURE

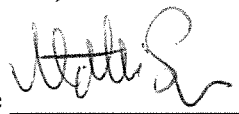
- 7.1 In case of force majeure, the parties are not liable for not fulfilling their obligations in accordance with the agreement.
- 7.2 The following circumstances are to be considered as force majeure: war and warlike conditions, including civil war, epidemics, boycotts, fires and explosions, when the circumstances are beyond the control of the parties.
- 7.3 As soon as a force majeure situation is over the parties shall perform in accordance with the agreement if the new circumstances allow that.

8. CONTINUATION AND TERMINATION OF THE AGREEMENT

- 8.1 This agreement becomes effective upon the signature of the present documents, and it is valid for 5 (five) years. It can be renewed for another five-year period after the previous agreement has expired. Extension of the agreement is an active step of six months before expiry of the previous agreement. In case any contracting party changes its legal name and status due to a merger, acquisition or any other legal action, the newly formed institution inherits the obligations on flawless implementation of this agreement and agrees to renew the agreement details relatively.
- 8.2 This agreement may be terminated by either party upon giving twelve months' written notice.
- 8.3 If the agreement is terminated, the students who are already enrolled in studies in the frames of this agreement, nevertheless, have the right to complete the education.
- 8.4 If one party terminates the agreement, the other party or any third party has no legal right to claim any financial compensation.
- 8.5 The agreement is made in 2 copies in English; each copy consists of 3 (three) pages and has equal legal value.

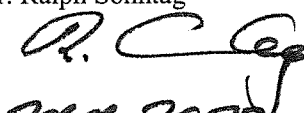
9. SIGNATURES OF LEGAL REPRESENTATIVES OF THE CONTRACTING PARTIES

PhD, eMBA Matti Sarén
President, CEO

Date  1.11.2023
Kajaanin ammattikorkeakoulu,
Kajaani University of Applied Sciences Ltd

PL 52, Ketunpolku 1
87101 Kajaani
Finland

Prof. Dr. Ralph Sonntag
Rector


Date 29.9.2023
Hochschule Stralsund, Stralsund University of
Applied Sciences

Zur Schwedenschanze 15
18435 Stralsund
Germany



APPENDIX 1

TO THE AGREEMENT FOR BACHELOR'S DOUBLE DEGREE PROGRAMME BETWEEN KAJAANIN AMMATTIKORKEAKOULU, KAJAANI UNIVERSITY OF APPLIED SCIENCES LTD (FINLAND) AND HOCHSCHULE STRALSUND UNIVERSITY OF APPLIED SCIENCES (GERMANY)

1. BACHELOR DEGREE PROGRAMME IN INTERNATIONAL BUSINESS AT KAJAANIN AMMATTIKORKEAKOULU, KAJAANI UNIVERSITY OF APPLIED SCIENCES LTD

- 1.1 Studies in the Bachelor's Degree in International Business and the Bachelor's Degree in Business Administration at KAMK lead to a degree of Bachelor of Business Administration (BBA). The studies in the International Business degree are fully taught in English. The programme develops the necessary skills and competences for success in a modern business environment, with the focus on management and marketing. The studies emphasize applying the learned theories into practice.
- 1.2 The degree programme consists of 210 ECTS.
- 1.3 The students have to obtain 30 (or equivalent) ECTS of the compulsory professional studies and submit Bachelor's Thesis. To qualify for the double degree, participating students shall have at least 30 ECTS of practical training by the graduation date in a company or an institution. A written report on the internship is required. The decision about acknowledgement of the internship will be made by the professor responsible at KAMK.
- 1.4 The students are accepted and enrolled as exchange students at KAMK for their first semester and will apply to become degree students afterwards. They receive degree study rights for the period of 2 years.
- 1.5 After successfully completed studies at HOST and fulfilling the practical training requirement, student is awarded a Bachelor of Business Administration (BBA) of KAMK.

2. ADMISSION PROCEDURE

- 2.1 Application period: April 30th for the autumn semester (start at the end of August).
- 2.2 Only students from the "International Management Studies in the Baltic Sea Region" (BMS) of HOST have right to participate in the double degree programme in Bachelor's Degree in "International Business", unless otherwise agreed separately.
- 2.3 The sending institution shall select eligible students and send the list of these students by e-mail to KAMK (international.office@kamk.fi) by 15 April.
- 2.4 The students who have been nominated by their home universities, will receive an e-mail with log in instructions to the online application system (SoleMove). The required documents and learning agreement will be submitted via the online application. The required enclosures are a

photo, transcript of records, letter of motivation and learning agreement.

- 2.5 KAMK shall make the admissions decision no later than 5 weeks after the relevant application deadline.
- 2.6 KAMK shall inform the applicants and the sending institution about the admission by e-mail. The acceptance e-mail includes practical information about the enrolment and studies.

3. ENROLMENT PROCEDURE

- 3.1 Incoming double degree students are enrolled as exchange students at KAMK for their first semester. The students must apply for a Finnish social security number from the local authorities once they have arrived in Kajaani. The documents needed for this are study certificate from KAMK, passport of an official ID (EU-citizens) and the European Health Insurance Card.
- 3.2 At the end of the first semester, the students will apply to become degree students according to separate instructions that will be sent to students in a timely manner via e-mail. The necessary documents for the application to become degree students are a study certificate from home university mentioning the start and estimated graduation date of the studies, and an up-to-date transcript of records (in English).
- 3.3 Once they are enrolled as degree students, the students enroll as present for each academic year using the Pakki student administration system.
- 3.4 The tuition fee for double degree students, that are not EU citizens, is 1500 euros per academic year at KAMK. The students can apply for a scholarship of the same amount and the scholarship will be directly used to reduce the tuition fee. The scholarships are allocated by application only and are available for a maximum of two academic years of studies when registered as a full-time student at KAMK. If the double degree student does not graduate within the given time, he/she will have to pay the full tuition fee.

4. DEGREE PROGRAMME CURRICULUM

- 4.1 During the study period at KAMK, the admitted students are allowed to attend the following courses within “International Business” bachelor degree programme:

Code	Course	Semester	ECTS
BC00BY58	Human Resource Management	Autumn	5
BC00BY59	Leadership and Management	Autumn	5
BC00BY60	Corporate Community and Wellness Management	Autumn	5
BC00BY19	New Technologies in Business	Autumn	5
LB00BY70	Service Design	Autumn	5
KBVY001	Finnish for Exchange Students	Autumn	3
	Elective	Autumn	5

- 4.2 Students are furthermore allowed to attend additional courses at KAMK that are not listed in section 4.1. In this case neither KAMK nor HOST can guarantee the choice of courses and their chronological order is practicable. With respect to changes of the curriculum guidance of students concerning the decision which courses to choose cannot be ensured.
- 4.3 KAMK keeps the right to make changes in the detail of the curriculum. The changes might deal with the teachers, titles, contents, duration, depth, and timing of the courses. The purpose of the changes would be to guarantee the most suitable and flexible study schedule for the students.
- 4.4 KAMK shall inform the sending institution of any changes mentioned in Paragraph 4.3. of this

Appendix immediately.

- 4.5 Language of tuition of the courses listed in Paragraph 4.1 of this Appendix is English.

5. IMPLEMENTATION LOCATION

Kajaanin ammattikorkeakoulu - Kajaani University of Applied Sciences Ltd
PL 52, Ketunpolku 1
87101 Kajaani
Finland

6. BACHELOR'S THESIS

- 6.1 The students have to submit a Bachelor's Thesis to be eligible for the degree of KAMK.
6.2 KAMK and HOST shall appoint supervisors to the students to supervise in writing the final thesis in accordance with the requirements.
6.3 The thesis can be written in Kajaani or Stralsund. In the latter case, supervision by the Stralsund professor may be organized online.
6.4 A maturity test is a compulsory part of the thesis at KAMK. The test should be taken under supervision from KAMK. The maturity test will be evaluated either pass/fail (both for the language and content).
6.5 The thesis shall be presented/defended at KAMK, unless agreed differently. Both representatives have to be present at the defense ceremony, unless agreed differently. The review from the supervisor of the second university has to be submitted before defense ceremony.
6.6 The Bachelor's thesis is assessed by KAMK according to the university's assessment criteria. The grade for the thesis (comprising written paper and defense) will be the average of the grades set by the two supervisors (one from KAMK and one from HOST)

7. GRADING SYSTEMS

The conversion of grades obtained at KAMK and HOST are to be carried out according to the table below:

Grade at KAMK	Grade at HOST	Definition
5,0 (96-100%)	1,0	excellent - outstanding performance with only minor errors
5,0 (90-95%)	1,3	excellent - outstanding performance with only minor errors
4,0 (86-89%)	1,7	very good - generally sound work with a number of notable errors
4,0 (80-85%)	2,0	very good - generally sound work with a number of notable errors
3,0 (76-79%)	2,3	good - generally sound work with a number of notable errors
3,0 (70-75%)	2,7	good - generally sound work with a number of notable errors
2,0 (66-69%)	3,0	very satisfactory - acceptable but with significant shortcomings
2,0 (60-65%)	3,3	very satisfactory - acceptable but with significant shortcomings
1,0 (56-59%)	3,7	satisfactory - acceptable but with significant shortcomings
1,0 (50-55%)	4,0	satisfactory - acceptable but with significant shortcomings
0 (< 50%)	5,0	fail - considerable further work is required

If the conversion of grades according to the table results in more than one matching grade, the best of the matching grades shall apply.

8. OTHER CONDITIONS

- 8.1 Bachelor's Thesis has to be presented and finalized by the end of granted study right period.
8.2 Students will apply for housing directly from the student housing company mentioned in the admission package.
8.3 The students will not have a right to apply to student exchange programmes of KAMK during the study programme determined in the agreement.

- 8.4 The maximum number of students accepted to the double degree programme from HOST is 2 per academic year.
- 8.5 The given appendix is valid through the entire period of the agreement validity. In case of changes, the agreement has to be replaced with an amended appendix.

9. SIGNATURES OF LEGAL REPRESENTATIVES OF THE CONTRACTING PARTIES

Signed on behalf of:

**Kajaanin ammattikorkeakoulu,
Kajaani University of Applied Sciences Ltd**



PhD, eMBA Matti Sarén
President, CEO

Date: 1.11.2022

Signed on behalf of:

**Hochschule Stralsund,
Stralsund University of Applied Sciences**



Prof. Dr. Ralph Sonntag
Rector

Date: 24.9.2023



APPENDIX 2

TO THE AGREEMENT FOR BACHELOR'S DOUBLE DEGREE PROGRAMME BETWEEN KAJAANIN AMMATTIKORKEAKOULU, KAJAANI UNIVERSITY OF APPLIED SCIENCES LTD (FINLAND) AND HOCHSCHULE STRALSUND UNIVERSITY OF APPLIED SCIENCES (GERMANY)

1. BACHELOR DEGREE PROGRAMME IN INTERNATIONAL MANAGEMENT STUDIES IN THE BALTIC SEA REGION AT HOCHSCHULE STRALSUND, STRALSUND UNIVERSITY OF APPLIED SCIENCES

- 1.1 Studies in the Degree Programme in International Management Studies in the Baltic Sea Region (BMS) lead to a degree of Bachelor of Arts (B.A.). International Management Studies in the Baltic Sea Region (BMS) is a business management course (B.A. level) fully taught in English. With a proven track record of 20 years of education and research in a unique environment, BMS has set a standard in focused management training. A core team of six professors with industry expertise from banking and finance, e-commerce, food processing, health care, law, logistics, public administration and regional economic development annually accept an average of 40 new students from more than 15 different countries. The degree course is strongly practice oriented.
- 1.2 The degree programme consists of 240 ECTS.
- 1.3 The students have to obtain 60 ECTS of the compulsory professional studies and submit Bachelor's Thesis. To qualify for the double degree participating students shall have at least 30 ECTS of practical training by the graduation date in a company or an institution. A written report on the internship is required. The decision about acknowledgement of the internship will be made by the professor responsible at HOST.
- 1.4 The students are accepted and enrolled as degree students of "International Management Studies in the Baltic Sea Region" (BMS) bachelor degree programme and receive degree study rights for the period of 2 years.
- 1.5 After successfully completed studies at HOST and fulfilling the practical training requirement, student is awarded a Bachelor of Arts (B.A.) of HOST.

2. ADMISSION PROCEDURE

- 2.1 Application period: June 15th for the winter semester (start in September).
- 2.2 Only students from "International Business" (English-taught study programme) or "Business Administration" (Finnish-taught study programme) of KAMK have right to participate in the double degree programme in "International Management Studies in the Baltic Sea Region" (BMS), unless otherwise agreed separately.
- 2.3 The sending institution shall select eligible students and nominate them officially by e-mail with the indication "Double Degree" to HOST (incoming@hochschule-stralsund.de) until May 15th.

2.4 An applicant shall fill the online application form for exchange students/ERASMUS students and attach the required documents after receiving the application information by e-mail.

The required enclosures are:

- Personal data sheet (CV)
- Transcript of records (with at least 120 ECTS completed at the sending institution)
- Letter of motivation
- Application for accommodation (printout of the online application)
 - www.studentenwerk-greifswald.de > Student Housing > Living in Student Housing > Student Housing Application
- Confirmation from sending university (if applicable)
- Written proof of previous university/college education (if applicable)

A digital Learning Agreement shall be submitted by the applicant before the mobility starts.

Original certificates may be checked in the beginning of studies, if necessary.

2.5 HOST shall make the admission decision no later than 5 weeks after the relevant application deadline.

2.6 HOST shall inform the applicants and the sending institution about the admission decision by e-mail.

2.7 HOST shall send at least the following documents (hereinafter called “the Admission package”) by e-mail to the accepted applicants:

- Letter of acceptance with instructions for accepting the study place and enrolment as student

2.8 Accepted students shall confirm their study place by registering for an appointment to enrol.

3. ENROLMENT PROCEDURE

3.1 Before the student commences the studies, he/she needs to enrol at HOST. Information on enrolment and deadlines will be sent to students in a timely manner via email.

3.2 The necessary documents for the enrolment at HOST are:

- Copy of passport and visa (non-EU students) or ID card (EU students)
- a digital passport sized photo
- proof of current health insurance
- a digital transfer voucher or bank statement showing that the student paid the administration fee

3.3 There is the possibility to get a previous/preliminary Letter of Enrolment in order to open a bank account and to obtain a health insurance. All required documents need to be collected until September 30th to obtain the final Letter of Enrolment.

3.4 One week after the final enrolment the student can pick up the HOST student id card at the student service office.

4. DEGREE PROGRAMME CURRICULLUM

4.1 During the study period at HOST, the admitted students are allowed to attend the following courses within “International Management Studies in the Baltic Sea Region” (BMS) bachelor degree programme:

Course	Subject	Semester	ECTS
BMSB4000	Lean Management	5	5
BMSB4110	Innovation Management	5	3
BMSB5000	Valuation	5	5
BMSB5100	Economics Integration and MNEs	5	5

BMSB6000	Marketing – Business Plan	5	5
BMSB6100	Intercultural Media Analysis	5	5
BMSB4120	Idea Generation and Assessment	6	2
BMSB4210	Intercultural Management & Psychology	6	5
BMSB4300	Future Management	6	5
BMSB5200	Managing Value	6	5
BMSB5300	International Commercial Law and Dispute Resolution	6	5
BMSB6200	E-Marketing	6	5
BMSB6300	Social Media Marketing	6	5

- 4.2 Students are furthermore allowed to attend additional courses at HOST that are not listed in section 4.1. In this case neither HOST nor KAMK can guarantee the choice of courses and their chronological order is practicable. With respect to changes of the curriculum guidance of students concerning the decision which courses to choose cannot be ensured.
- 4.3 HOST keeps the right to make changes in the detail of the curriculum. The changes might deal with the teachers, titles, contents, duration, depth, and timing of the courses. The purpose of the changes would be to guarantee the most suitable and flexible study schedule for the students.
- 4.4 HOST shall inform the sending institution of any changes mentioned in Paragraph 4.3. of this Appendix immediately.
- 4.5 Language of tuition of the courses listed in Paragraph 4.1 of this Appendix is English.

5. IMPLEMENTATION LOCATION

Hochschule Stralsund – Stralsund University of Applied Sciences
 Zur Schwedenschanze 15
 18435 Stralsund
 Germany

6. BACHELOR'S THESIS

- 6.1 The students have to submit a Bachelor's Thesis to be eligible for the degree of HOST.
- 6.2 KAMK and HOST shall appoint supervisors to the students to supervise in writing the final thesis in accordance with the requirements.
- 6.3 The thesis can be written in Kajaani or Stralsund. In the latter case, supervision by the Kajaani professor may be organized online.
- 6.4 A maturity test is a compulsory part of the thesis at KAMK. The test should be taken under supervision from KAMK. The maturity test will be evaluated either pass/fail (both for the language and content).
- 6.5 The thesis shall be presented/defended at HOST, unless agreed differently. Both representatives have to be present at the defense ceremony, unless agreed differently. The review from the supervisor of the second university has to be submitted before defense ceremony.
- 6.6 The Bachelor's thesis is assessed by HOST according to the university's assessment criteria. The grade for the thesis (comprising written paper and defense) will be the average of the grades set by the two supervisors (one from KAMK and one from HOST)

7. CERTIFICATE OF STUDY

The transcript of records (grading report) of the final degree certificate summarizes the courses attended at the student's home university KAMK as "Study abroad – Double Degree" and take part in the overall grade calculation. For this purpose, KAMK transmits a combined grade for the courses attended at KAMK.

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The conversion of grades obtained at KAMK and HOST are to be carried out according to the table below:

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9. OTHER CONDITIONS

- 9.1 Bachelor's Thesis has to be presented and finalized by the end of granted study right period.
- 9.2 Students will apply for housing directly from the student housing company mentioned in the admission package.
- 9.3 The students will not have a right to apply to student exchange programmes of HOST during the study programme determined in the agreement.
- 9.4 The maximum number of students accepted to the double degree programme from KAMK is 2 per academic year.
- 9.5 The given appendix is valid through the entire period of the agreement validity. In case of changes, the agreement has to be replaced with an amended appendix.

10. SIGNATURES OF LEGAL REPRESENTATIVES OF THE CONTRACTING PARTIES

Signed on behalf of:

**Kajaanin ammattikorkeakoulu,
Kajaani University of Applied Sciences Ltd**



PhD, eMBA Matti Sarén
President, CEO

Date: 1.11.2022

Signed on behalf of:

**Hochschule Stralsund,
Stralsund University of Applied Sciences**



Prof. Dr. Ralph Sonntag
Rector

Date: 29.9.2023