

**Memorandum of Agreement  
Between Stanford University Global Engineering Programs  
And University of Science and Technology of China**

This Memorandum of Agreement (“Agreement”) memorializes the mutual understandings and obligations relating to the activities of Stanford University (“Stanford”), on behalf of its Global Engineering Programs (“GEP”) and University of Science and Technology of China (“USTC”) to provide the Undergraduate Visiting Research Program (“UGVR” or “the Program”) to USTC Students.

**I.MISSION**

To build understanding between U.S. and Chinese students and between Stanford and Chinese universities by attracting top undergraduate students from Chinese universities to Stanford to work with faculty and students on research during the summer quarter.

**II.PURPOSE AND SCOPE**

GEP invites a small group of top Chinese undergraduate students who have completed their junior year at their institution to participate in research under supervision of Stanford hosting faculty members or graduate student mentors over the summer quarter. The Program is an unpaid summer research opportunity that is designed to provide training and educational opportunities for participating students. Qualified students from partner Chinese universities apply and are selected for the available positions. The final number of students admitted by the UGVR program from each partner university in any given year may vary from zero to twenty depending on the application pool and program needs. Participating students are not enrolled as students at Stanford and do not receive course credit for participation in the Program.

The anticipated program dates for summer 2025 are June 21<sup>st</sup> - August 31<sup>st</sup>, 2025. However, these dates are subject to change.

**III.RESPONSIBILITIES**

USTC and GEP each will each appoint an individual to serve as their official program contact and coordinate the activities of each organization in carrying out the Program. The initial appointees of each organization are:

Ming Luo  
Stanford Global Engineering Programs  
Huang Engineering Center  
475 Via Ortega, Suite 135  
Stanford, CA 94305-4121

Jieqin Wang  
Office of International Cooperation  
University of Science and Technology of China  
96 Jinzhai Road, Baohe District  
Hefei, Anhui 230026  
P. R. China

The organizations agree to the following responsibilities to ensure a successful collaboration:

Stanford GEP will:

- Provide UGVR position descriptions to USTC.
- Organize the application and admission process, review applications submitted to Stanford by USTC, select students to participate in UGVR, notify USTC which of its students have been selected and provide necessary paperwork to USTC for accepted students to complete.
- Help the accepted students with applications for Stanford IDs. Send the students official invitation letters and DS-2019 forms. Stanford shall have no responsibility to assist with selected students' visa applications, and acceptance into the UGVR program does not guarantee that a student's visa application will be successful.
- Invoice USTC the appropriate amount per admitted student to cover the cost of on-campus room and board for their stay. The cost is currently estimated to be approximately \$8491 per student, but this amount is subject to change at Stanford's sole discretion prior to commencement of the program.
- Host UGVR students at Stanford to conduct research in summer 2025.
- Arrange for selected students to travel to/from China to Stanford as detailed in each student's invitation letter.
- Provide on-campus housing, meals, Stanford network access, medical insurance that meets or exceeds Stanford's minimum standards, poster session and some educational and cultural activities during students' stay, as detailed in each student's invitation letter and other documents.

USTC will:

- Announce and publicize UGVR opportunities to its students. The use of the names and marks of Stanford University, Stanford Global Engineering Programs, and UGVR is only permissible as governed by Stanford's Office of Business Affairs and must be approved by Stanford in writing (email sufficing) in advance. Any use of Stanford's names and/or marks by USTC or any third parties, including but not limited to use suggestive of a relationship with Stanford or Stanford Global Engineering, is prohibited except as permissible under the policies set out by the Office of Business Affairs. More details concerning Stanford's name use restrictions can be found at <https://trademarks.stanford.edu/name-use-guidelines>.
- Collect and review applications. Select and submit pre-screened application packages (up to 3 applications for each position) to Stanford by the deadline. Screening will be based solely on qualifications for the position. Fluency in English is required. Students with ethical, institutional policy, or legal infractions are not appropriate candidates and should not be submitted.
- Send student acceptance confirmation along with required documents (e.g., passport biographic page) to Stanford. If required documentation is not received, the student will not be allowed to participate.
- Provide payment to Stanford by wire transfer of the invoiced amount required by Stanford Conference Services per admitted student prior to the commencement of the program. If payment in full is not received students may not be allowed to participate.
- Provide financial aid for students as needed to ensure that qualified students are not discouraged from applying to UGVR due to their inability to pay for the program.
- Help admitted students with the US visa application process.
- Provide necessary student support (assistance with travel arrangements, emergency

- response, coordination with various departments, etc.) prior to and during the program.
- Inform admitted students that they are required to comply with the rules and regulations of Stanford University and Stanford's Global Engineering Program as stated in the [Honor Code](#) and [Fundamental Standard](#), the University Code of Conduct ([adminguide.stanford.edu/chapter-1/subchapter-1/policy-1-1-1](#)), the University Administrative Guide ([adminguide.stanford.edu](#)), the Stanford Bulletin ([bulletin.stanford.edu](#)), the Stanford University Residence Agreement ([rde.stanford.edu/studenthousing/residence-agreement](#)), and any rules specific to GEP/UGVR as may be communicated before and during the Program.
- In addition, inform students that they are required to comply with any rules and restrictions imposed by Stanford related to Covid-19, including without limitation, any and all required testing, social distancing, and hygiene requirements.
- Participating students may be removed from the Program at Stanford's sole discretion for a violation of any policy or rules or where the Program manager and/ or assigned faculty lacks confidence in the student's participation in the Program.
- Provide evaluation feedback after completion of the program.

USTC and Stanford, on behalf of themselves and all of their representatives, including any third parties they engage to perform services under this Agreement, understand and agree that they are required to comply with all applicable laws in connection with this Agreement and the Program, including compliance with applicable privacy, data security and export control laws, and all applicable laws regarding the transmission of technical data exported from the United States or the country in which Participant resides. USTC and Stanford, on behalf of themselves and all of their representatives, including any third parties they engage to perform services under this Agreement, acknowledge that they are not authorized to make, offer, request or receive any payments in violation of the U.S. Foreign Corrupt Practices Act, the U.K. Bribery Act, and any local applicable anti-corruption laws when doing business related to this Agreement.

#### IV. TERM OF UNDERSTANDING

The term of this Collaboration Agreement is for Stanford University Global Engineering Programs UGVR 2025.

#### V. INDEPENDENT CONTRACTOR

Each party shall be considered to be an independent party and shall not be construed to be an agent, representative, or employee of the other party, and therefore, shall have no liability for the acts or omissions of the other party. In addition, neither party, nor any of its employees, agents, or subcontractors, shall be deemed to be agent, representatives, or employees of the other party. Therefore, neither party nor any of its employees, agents or subcontractors, shall be entitled to compensation, workers' compensation, or employee benefits of the other party by virtue of this Agreement.

#### VI. INDEMNIFICATION

To the maximum extent permitted under applicable laws, USTC shall hold Stanford harmless from and indemnify it for any final judgment of a United States court of competent jurisdiction to the extent attributable to the negligence of USTC or of its officers or employees when acting within the course and scope of their employment.

Similarly, Stanford shall hold USTC harmless from and indemnify it for any final judgment of a United States court of competent jurisdiction to the extent attributable to the negligence of Stanford or of its officers or employees when acting within the course and scope of their employment.

## VII. DISPUTE RESOLUTION

This Agreement is to be governed by the laws of the State of California, without regard to principles of conflict of laws. If a dispute arises out of or relating to this Agreement, or the breach thereof, the parties shall attempt in good faith to resolve such dispute amicably between themselves. If the parties are unable to resolve such dispute, either party may pursue any and all remedies available to it at law or in equity before a United States court having jurisdiction to enforce its rights under this Agreement.

## VIII. AMENDMENTS

Any amendments, modifications, or changes to this Agreement must be in writing and agreed to by both parties.

## IX. AUTHORIZATION

On behalf of the organization I represent, I wish to sign this Memorandum of Agreement and contribute to its further development.



4/8/2025

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Pamela Hinds  
Fortinet Founders Chair & Professor  
Department of Management Science & Engineering  
Faculty Director  
Stanford University Global Engineering Programs

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Date



4/9/2025

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Kun Qu  
Professor in Life Science  
Director of Office of International Cooperation  
University of Science and Technology of China

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Date