

Collaboration Agreement on Setting up the Business Confucius Institute
Between
The University of International Business and Economics, China
And
The University of Leeds, UK

In order to promote the learning of Chinese language and Chinese culture to meet the needs of studying and understanding of Chinese language, society, culture and economy in Leeds, to promote educational, cultural, economic exchanges between China and UK, through friendly consultation, in consequence and in the frame of the contract signed in August 2012, in Beijing, between Confucius Institute Headquarters and the University of Leeds (hereinafter referred to as UoL), the University of International Business and Economics (hereinafter referred to as UIBE) and the University of Leeds (hereinafter referred to as UoL) have reached the following agreement on jointly setting up the Business Confucius Institute at UoL:

1. Initial phase

In the initial phase, the "Business Confucius Institute at UoL" has no separate legal personality and is included in the activities and projects of UoL.

2. Rules that govern the internal operation of the "Business Confucius Institute at UoL"

The internal operation of the Business Confucius Institute at UoL, is governed in accordance with

- the constitution and by-laws of the Business Confucius Institute (attached as annex to the agreement),
- other relative stipulations issued by the Office of Chinese Language Council International (hereinafter referred to as Hanban) (attached as annex to the agreement),
- the contract signed in August 2012, between Confucius Institute Headquarters and UoL,

- the agreement hereto

3. Rules that govern the " Business Confucius Institute at UoL" operation with UoL (the special account of UoL)

The operation of the " Business Confucius Institute at UoL", as activity and project of UoL, is governed in accordance with

- The rules of operation, payment and financing of UoL (Confucius Institute A/c no. 54006960),
- The laws and regulations governing the operation of the special accounts (of UK universities,).

4. Internal management

The Bodies of the "Business Confucius Institute at UoL" are the Advisory Committee, the Council and the Co-Directors.

5. Setting up the Advisory Committee

5.1 The advisors are selected from experts and scholars who are committed to the development of friendly relationship, educational and cultural exchanges between China and UK.

5.2 The advisors are responsible to give consultancy, guidance, advice and suggestions to the Business Confucius Institute at UoL regarding to its development and improvement so as to insure the healthy development of the Business Confucius Institute.

5.3 The Advisory Committee is constituted by the members that are nominated by the Council.

6. Setting up the Council

In accordance with the constitution and by-laws of the Business Confucius Institute and other relative stipulations issued by the Office of Chinese Language Council International (hereinafter referred to as Hanban), the Business Confucius Institute adopts a system in which the Co-Directors, under the leadership of the Council, shall assume the main responsibility for the Institute's daily operation and administration.

6.1 The Council shall assemble once a year in either China or UK.

The time and the place of the annual meeting shall be discussed by the two parties.

6.2 The Council consists of 5 members from both parties:

6.3 Co-Chairs of the Council:

From UIBE: Professor Shi Jianjun, Chair of UIBE's Council

From UoL: Professor Michael Arthur, Vice Chancellor

6.4 Vice Chairs of the Council:

From UIBE: Vice-President & Professor Zhao Zhongxiu

From UoL: Professor Peter Moizer, Dean of Leeds University Business School

6.5 Executive Council Members:

From UIBE:

Professor Han Hong, Executive Director of Institute of International Business Chinese Communication

Associated Professor Pu Jun, Deputy Director of Institute of International Business Chinese Communication

Associate Professor Wang Bo, Deputy Director of Confucius Institute at UoL

From UoL:

Professor Peter J. Buckley, Director of Business Confucius Institute at UoL

Professor Mario Kafourou

Dr. Hinrich Voss, Deputy Director of Business Confucius Institute at UoL

6.6 Secretariat: The appointed Directors of both parties shall take concurrent posts as the secretaries of the Council.

7. Co-Directors

In accordance with the constitution and by-laws of the Business Confucius Institute and other relative stipulations issued by the Office of Chinese Language Council International (hereinafter referred to as Hanban), the Business Confucius Institute adopts a system in which the Co-Directors, under the leadership of the Council, shall assume the main responsibility for the Institute's daily operation and administration.

7.1 Co-Directors shall be nominated respectively by both parties.

- UoL shall nominate a candidate with administrative experience to be the UoL Co-Director of the Business Confucius Institute

- UIBE shall nominate a candidate with administrative experience to be UIBE Co-Director of the Business Confucius Institute.

7.2 The appointments of Co-Directors shall be made upon the approval of the Council.

7.3 The Co-Chairs (on behalf of the Council) shall sign appointment contracts with the Co-Directors specifying targeted tasks, tenure, limits of the Co-Directors functions and powers, hortative and disciplinal measures and standards of performance examination.

7.4 The Co-Directors' responsibilities are as follows:

- to jointly make the project implementation scheme and submit it to the Council for examination and to implement the Council's decisions;

- to jointly make the annual plan and submit it to the Council for examination and to be responsible for the implementation of the Council's decisions;

- to jointly make plans for special activities and submit them to the Council for examination and to implement the Council's decisions;

- to jointly handle with the routines of the Business Confucius Institute. The Co-Director from UoL is responsible for daily administrative work (including coordination and liaison work between the two universities, keeping and maintenance of the facilities, equipment, teaching materials, reference materials, procedures for UIBE teachers to go to UoL, etc.). Both UIBE Co-Director and UoL Co-Director are responsible for the administration of the Business Confucius Institute, annual project implementation report and evaluation; to write and submit the evaluation report.

- To be jointly responsible for report on special activities and annual report, and to receive assessments by the Council and the Hanban.

- Co-Directors shall negotiate the joint management on financial, teaching and personnel related issues and adjust measures to local conditions.

7.5 Any payment, with Chinese Fund, over 200 Euros should be jointly approved by the Co-Directors in writing.

8. Financial Arrangement

8.1 The income of the Business Confucius Institute comes from

- input of the Hanban (so called "Chinese Fund"),
- funds provided by any institutions rather than the Hanban, and
- the revenue generated from activities undertaken by the Business Confucius Institute.

8.2 The income shall be allocated and used by the Business Confucius Institute for its future development:

- Development Fund (15% of total revenue) , could be used for the development and promotion of the programs, personnel exchanges and meetings for the Business Confucius Institution and so on.

- Student Scholarships and Faculty Research Fellowships (30% of total revenue), could be used to support the faculty and students of the Business Confucius Institute and UoL to visit, study and conduct research at UIBE.

- Operation Expenses (55% of total revenue) , could be used to purchase facilities and equipments, organizing programs, employing academic and administrative staff besides those sent by the Hanban as well as to pay for extra work of staff and instructors and so on. (The 12% of the total income will be used as overhead of UoL. The final decision should be approved by the Business Confucius Institute Council according to the development of the Business Confucius Institute at UoL).

- Financial programming and budget of the Business Confucius Institute shall be made by the Co-Directors and shall not be enforced without written approval by the Council.

8.3 When the funds are from the Hanban, the management shall strictly follow the "Regulations on the Management of Chinese Fund at Business Confucius Institute" in accordance with the rules of operation, financing and payment of UoL. In this case, the scope of expenditure and the detailed statements on the expenses of the startup fund for newly established Confucius Institute shall be audited by the Hanban and afterwards they will be included in the rules of operation of UoL.

8.4 The annual plan and budget of the Business Confucius Institute for the next year shall be made before the end of October by the Co-Directors of both sides and submitted to the Council and the Hanban for approval. Each expense will be realized in the frames of rules for the operation of UoL.

8.5 In case of any special program unlisted in the annual plan, it is required

that the Business Confucius Institute should submit the plan for the program to the Council at least three months prior to the proposed event. The Council shall then discuss and submit the special activity plan to the Hanban. The Business Confucius Institute shall be in a position to implement the special program with the approval of Hanban and is responsible to submit written work report within one month after the special activity is completed.

8.6 Any revenue generated from activities undertaken by the Business Confucius Institute shall be allocated as Development Fund, Scholarship, Teacher Fellowship and Operation Fee approximately according to the quota stated in 8.2 and used by the Business Confucius Institute at UoL for its future development.

8.7 By the end of each year, the Business Confucius Institute at UoL shall be responsible to sum up its operation during the past year and to submit final annual accounting report to the Council for auditing and to submit to the Hanban for records.

9. Management within UoL

9.1 The Committee of UoL will assume its responsibilities, as dictated by the UK laws and regulations, respecting the rules of internal management of the Business Confucius Institute at UoL.

9.2 The role and the competences of the scientific coordinator, according to the rules of Financing of UoL, is assumed by the Co-Director named by UoL, whose acts will be in accordance to the decisions taken jointly by the two co-directors and the other bodies and the rules of internal management of the Business Confucius Institute at UoL.

9.3 The Budget will be presented to the UoL Committee by the scientific coordinator, after it has been submitted and approved, following the rules of internal management, by the Council and the Hanban.

10. Staff

10.1 UIBE shall select and send teacher(s) to the Business Confucius Institute at UoL based on the actual need of operation. All expenses of the teachers (travel, salaries, insurance, accommodation, etc) will be undertaken by UIBE/Hanban.

10.2 The duration of work at the Business Confucius Institute for the dispatched UIBE teacher shall be two years under normal circumstance. The

Council will decide to either extend or shorten the period of work when the individual teacher applies so. Except for special reasons, without the permission of the Council, the UIBE teachers shall work for the Business Confucius Institute no less than one year.

10.3 The dispatched UIBE teachers shall sign agreements with UIBE stipulating the task of work, requirements, salaries, etc.

11. Programs

11.1 The Business Confucius Institute organizes regular courses on Chinese language and Culture and some programs with special characteristics according to the practical situation.

11.2 The detailed plan of the programs shall be mutually made by Co-Directors through consultation and submitted to the Council for approval.

11.3 In case any proposed program needs funds from the Hanban, the Business Confucius Institute shall submit application to the Hanban case by case.

11.4 The Business Confucius Institute shall use the funds only for the activities approved and shall submit a report on the activity within one month after the program ends.

12. Organizing Seminars, Forums and Workshops

The Business Confucius Institute shall organize seminars, forums and workshops on topics such as Chinese history, Chinese culture, Chinese economy, the relationship between China and UK, etc. to the students of the Business Confucius Institute as well as the local society.

13. Undertaking Business Chinese Training

13.1 With UIBE's predominance in the field of Business Chinese, the Business Confucius Institute shall offer weekend Business Chinese program to the local people aiming at training the local business people and young people who desire to develop business cooperation with China in the future and to promote the business relationship between China and UK.

13.2 To develop HSK (the Chinese Proficiency Test) and BCT (Business Chinese Test) at UoL and to offer training programs to those who will take HSK and/or BCT.

13.3 To offer Summer Programs both at the Business Confucius Institute of

UoL and at UIBE.

13.4 To Organize Chinese Cultural Festival and Contest.

13.5 To organize Chinese Cultural Festival, the Business Confucius Institute shall invite famous Chinese experts and scholars to deliver lectures on history, culture and other related topics about China to introduce Chinese history and status quo.

13.6 To arrange Chinese cultural delegations to visit UK to hold concert, arts exhibition, film and teleplay exhibitions, theatrics, etc. so as to inspire the students' enthusiasm in learning Chinese and to promote the students' and local people's understanding about Chinese society and culture.

13.7 To organize Contest on Chinese Status Quo and offer various awards to encourage the students to understand China in depth.

13.8 To Offer Short Term Seminars for UK Governmental Officers and Business Executives.

13.9 With close relationship with academic and government institutions, as well as industries in both countries, the Business Confucius Institute shall organize short term seminars in China for UK academics, students, government officials and business executives in the forms of a series of lectures on Chinese economy, official visits for UK business executives to the related Chinese government organs, economic development zones and famous enterprises and to provide opportunities for UK business executives to intercommunicate with Chinese enterprisers, as well as UK academics and students to intercommunicate with Chinese academics and students.

14 .To conduct Joint research programs on Chinese studies.

15 Any specific activities, as well as financial arrangements sides, shall be negotiated and set forth in writing as a supplementary agreement.

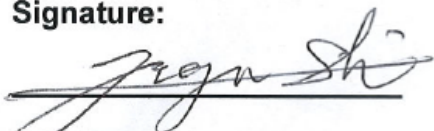
16 . Both parties shall further explore and discuss issues or other potential collaboration that are not discussed through mutual consultation. In the meantime of cooperation on jointly run the Business Confucius Institute, the two universities shall also strengthen the exchanges to work towards promoting full cooperation in other academic areas between the two institutions.

17 .This agreement is written in both English and Chinese and both versions are equally authentic. The agreement shall be in three copies with one copy

18 .This agreement will be effective from the date of signing for a period of five (5) years. Each year, the Council shall review the program and concludes a written report. The two parties shall negotiate about extension or amendment of the agreement at least 12 months prior to the date of expiration and reach a written agreement.

19 .Any dispute arising during the implementation of this agreement shall be settled through negotiation with a desire of friendly cooperation.

Signature:



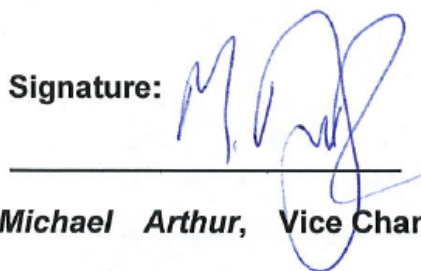
Shi Jinjun, President

The University of International

Business and Economics

Date: 28-11-2012

Signature:



Michael Arthur, Vice Chancellor

The University of Leeds

Date: 28/11/2012