LETTER OF INTENT
AMONG POLYTECHNICS AND UNIVERSITIES OF
INDONESIA-PHILIPPINES-VIETNAM
FOR THE PROJECT "3-6 MONTHS OF STUDENT EXCHANGE IN
HOSPITALITY" IN SOUTHEAST ASIA
(SEA-TVET PROJECT)

Herewith partners:

Southeast Asian Ministers of Education Organization (SEAMEO) Secretariat, a regional
tergovernmental 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. Ir. Gatot Hari Priowirjanto.

The participating institutions below agree to join the project.

Indonesia Institutions:
1. InterStudi Jakarta, Indonesia
2. State Polytechnic of Semarang, Indonesia
3. State Polytechnic of Sriwijaya, Indonesia

Philippines Institutions:
1. Mariano Marcos State University, Philippines
2. University of Antique, Philippines

Vietnam Institutions:
1. Duy Tan University, Vietnam

Agree as follows:

To join the TVET Student Exchange in Hospitality for 3-6 months among the above institutions
The participating institutions agree as follows:

1. Exchange the students for 3-6 months in Hospitality, including the following sub
   study areas
   • Home Technology
   • Front Office
   • Food and Beverage
2. Implementation Process:
   - Participating institutions will send "Application Form" to SEAMEO Secretariat.
   - Interview students will be conducted by Receiving Institution and Companies.
   - Letter of Acceptance will be issued by Receiving Institutions if the students are eligible to join the programme.
   - The Receiving Institutions will be responsible for visa processing of the eligible students.

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

   - Sending Institutions shall be responsible for 1) passport/visa fee, 2) health check-up cost, 3) International health and travel insurance, 4) returned air-ticket, 5) meals, 6) pocket money.
   - Receiving institutions shall be responsible for 1) accommodation 2) transportation for airport transfer, 3) 1 meal per day.

Signed in Pangasinan, Philippines on 18 October 2018 and Witnessed by SEAMEO Secretariat, Thailand.

Signed by

Indonesia Institutions:

1. Dr Guntur Freddy Prisanto
   Vice Chairman on Partnership and Entrepreneurship
   InterStudi Jakarta

2. Mr Budi Prasetya
   Vice Director of Planning and Cooperation State Polytechnic of Semarang

3. Drs Zakaria, M.Pd.
   Vice Rector for Cooperation
   State Polytechnic of Sriwijaya
Philippines Institutions:

1. Dr. Shirley C. Agranipis
   President
   Mariano Marcos State University

2. Prof. Mahalia D. Denosta
   Director, International Programs
   University of Antique

Vietnam Institutions:

1. Dr. Hang Le
   Vice President
   Duy Tan University

Witnessed,

Dr. Ir Gatot Hari Priowirjanto
Director
SEAMEO Secretariat