

Operational Guidelines for UMAP Quota System

1. Definition of Quota:

As stated in Article 3 of the “Pledge of Agreement”, which the UMAP Board introduced for UMAP Multilateral Programs at the second UMAP Board Meeting in 2017, “universities that accept more than two (2) exchange students in a given semester will be allocated an equal number of additional quotas for outbound exchange students. The quotas can be used from the following semester without expiration date”.

2. Purpose of the UMAP Quota System:

The purpose of the UMAP Quota System is to increase the number of exchange students and incentivize host institutions to voluntarily accept more than two students per semester.

3. Introduction of the UMAP Quota System:

The UMAP Quota System was first introduced during Program A&B 2017-2 (for Spring 2018 student exchange). The first quota accruals were given to institutions that accepted more than two students for this period, and they were utilized during the next semester’s program (Program A&B 2018-1 for Autumn/Fall 2018).

4. Method for Calculating Quota:

0) Zero Quota:

The above-mentioned definition means that a participating institution is able to send two students per semester to other participating institutions regardless of quotas. Newly joined institutions begin their membership with “zero quota” status since they have never accepted students through UMAP; however, they can appoint two applicants with their participation in the program. When an institution obtains one quota, that university is able to send three students for the following semester (the standard two per semester plus one quota) .

1) The UMAP Quota System is used only for Program A (Tuition waived). Institutions that accept more than two exchange students in a given semester on a tuition-waived basis (Program A) will be allocated an equal number of additional quotas for outbound exchange students. For example, if an institution accepts four students in a given semester, that school will obtain two (2) quotas. Program B, Program C and UMAP Summer Program (Discovery Camp) are not included in the UMAP Quota System.

2) Regarding the usage of quotas, if an institution nominates three students, the school will expend one quota.

3) Regarding two-semester exchanges, the quotas should be calculated in the 1st semester and the 2nd semester separately. For example, if an institution accepted a student for a two-semester exchange beginning the previous semester and has accepted two students in the current semester, the institution is regarded to have accepted three students for the current semester, and one quota will therefore be accrued. Similarly, an institution that sent one student for a two-semester exchange beginning the previous semester, and then sent two students in the current semester is regarded to have sent three students and used one quota during the current semester.

5. Remarks:

1) No quota will be accrued for Program B because the program is for bilateral student exchange or fee-based multilateral exchange.

2) If a host institution accepts a student who is nominated by his home institution under Program B for Tuition waived (Program A), the acceptance will be counted as a number in Program A.

3) Calculation of quota is based on nomination and acceptance. If a nominated student is not accepted by any of the student's preferred schools, the quota will not change. In case the student is accepted but later withdraws or cancels the application, the records will indicate that the home institution has used one quota and the host institution has accrued one quota.

4) As the quota is an incentive for host institutions to accept more than the regular allotment of two students per semester, a negative quota doesn't exist. If an institution that didn't have any quota sent two students on a two-semester exchange beginning in the fall semester, and then two students on a one-semester exchange the following spring (for a total of four students during spring), theoretically speaking, the quota calculation should be negative two. However, UMAP does not register negative quotas. This is because the Pledge of Agreement states that every participating institution has a right to nominate two students per semester. UMAP will deduct quotas only when the institution has a surplus.

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