



P2A Framework for Mobility 2018

1. General Directives

This framework regulates P2A mobility in accordance with the Articles of Association, the P2A Journey Program Flow, P2A Framework for Quality Assurance and guidelines issued by the P2A Committee for Academic Affairs. This framework applies to

- 1.1. P2A Journeys - one member sends students to another member
- 1.2. P2A Journeys-on-Campus - one member invites students from other members
- 1.3. P2A Special-Interest Journeys - program designed for specific groups f.e. Architecture
- 1.4. P2A International Journeys - P2A Journeys for non-ASEAN students

P2A Journeys does not depend on academic courses and academic calendars and members can organize Journeys throughout the year. Members will use the P2A template to provide the Secretariat with an Offering describing the program and activities. The Offering will include a 3-5 minute video with actual facilities and accommodation, campus and environment. The Offering will show blackout for f.e. term breaks and holidays and shall be updated annually. The P2A Secretariat has the duty to publish all qualified Offerings.

P2A Journeys are open to any student, faculty or staff of members with Full Membership with the English proficiency and maturity to successfully complete a Journey. The selection of students is at the sole discretion of the home institute.

2. Quality Standards

P2A Journeys shall adhere to the P2A Journey Program Flow. The timeframe of each phase in the Program Flow is at the discretion of the member. P2A Journeys shall also adhere to the P2A Framework for Quality Assurance. The medium for all activities is English

3. Program Fees

The daily fee for P2A Journeys in 2018 will increase to maximum USD 40 per student. Members may offer Journeys at a lower fee or may charge extra for additional activities (Add-Ons). The daily fee, currencies and methods of payment will be agreed between the members. The daily fee is exclusively for students of members with Full Membership. The daily fee must cover at least the following minimum provisions:

- 3.1. Appropriate accommodation based on double occupancy
- 3.2. Three (3) local meals per 24-hours cycle
- 3.3. Programs and activities as listed in the Offering
- 3.4. One (1) off-campus field trip
- 3.5. Local transportation for transfers and field trips



The daily fee for P2A International Journeys in 2018 is USD 100 per student and applies to non-ASEAN nationals only. Members who host P2A International Journeys shall contribute USD 50% of the daily fee to the P2A Scholarship Fund that supports underprivileged ASEAN students.

4. Duties and Responsibilities

- 4.1. Members agree to accept a minimum of one (1) request per year to host a P2A Journey, and to organize a minimum of one (1) P2A Journey-On-Campus per year
- 4.2. Members who organize a journey shall inform the Secretariat prior to the journey and submit the travel itinerary and list of participating members and students.
- 4.3. The host shall engage local students in programs and activities to multiply the impact of journeys and to enable students-at-home to learn about ASEAN
- 4.4. The host will accept responsibility for visiting students from the point of arrival until the point of departure to the next destination
- 4.5. The host will assign local buddies to facilitate visiting students to gain Knowledge, Understanding and Respect of country and society
- 4.6. The host will assign a coordinator to each journey. The coordinator will inform the home institute and the Secretariat about any relevant issue or incidents
- 4.7. Students are at all times subject to the rules and regulations of the host institute and shall be respectful to local culture and values
- 4.8. Students will obtain medical and third party insurance and waive the host from any liability. A template for waivers is available at www.p2a.asia/resourcedownload

5. Certificates

Students who complete a Journey of at least three (3) days and one (2) nights are eligible for a Certificate of Participation. Certificates of Participation are issued by the host institute and printed on the official template available at www.p2a.asia/resourcedownload

Students who complete at least three (3) qualified Journeys to at least three (3) ASEAN countries, and who meet the P2A requirements, are eligible for the Certificate of Completion, certifying their ASEAN readiness. Certificates of Completion are only issued by the P2A Secretariat.

Members can send requests for Certificates of Completion to secretariat@p2a.asia

6. Other Matters

This framework is effective until 1 March 2019 and is binding for all members. Notwithstanding the content of this framework, the details of implementation are at the discretion of each member, and discussed and agreed between the members involved.

Members will endeavor to resolve issues amongst themselves. Issues that cannot be resolved may be forwarded to the Secretariat for arbitration by the P2A Executive Committee