MEMORANDUM OF AGREEMENT
BETWEEN
JIKEI COMPANY, LTD.
AND
THE UNIVERSITY OF WEST FLORIDA

This Agreement ("Agreement") is made and entered into by and between the Jikei Co., Ltd., for and on behalf of the Jikei Group of Colleges, a private technical college group ("Jikei") and the University of West Florida, for and on behalf of the University of West Florida Board of Trustees, a public body corporate ("UWF") as of the ____ day of ________________, 2007.

WHEREAS, UWF and Jikei have established an educational partnership to provide cross cultural educational opportunities for students; and

WHEREAS, in furtherance of this partnership, UWF will host Jikei students in the 2008 United States—Japan Cross Cultural Exchange & Study Program for the Tokyo College of Welfare and the Saitama College of Welfare; and

WHEREAS, Jikei has agreed to fund the administrative costs of attendance for two of its colleges;

THEREFORE, in consideration of the mutual promises contained herein and other good and valuable consideration, the receipt and sufficiency of which is acknowledged by the parties, the parties agree as follows:

I. BACKGROUND
The 2008 U.S.-Japan Cross Cultural Exchange & Study Program ("Program") for the Tokyo College of Welfare ("TCW") and the Saitama College of Welfare ("SCW") will be held at UWF from January 15-20, 2008. This program, designed to place students in a hands-on learning environment in the specialized field of social work, will bring approximately sixty-three (63) participants in total. Fifty-eight Social Work students from TCW and SCW and approximately five teachers and travel escorts from Japan will attend the Program from January 15 - 20, 2008 in Pensacola, Florida. The students will study the field of social work in the United States as well as the English language and American culture. The students will also attend the Eleventh Annual U.S.-Japan Social Welfare Symposium to be held on January 18, 2008.
II. PROGRAM ACTIVITIES
Program activities shall include the following:
   a. Orientation to the Program
   b. Attendance at the Eleventh Annual U.S.-Japan Social Welfare Symposium taking place at UWF
   c. Cultural exchanges with people from the local community
   d. Cultural exchanges with students of UWF from various organizations and disciplines
   e. Technical visits to local health care facilities
   f. Visits to various locales including Pensacola Beach, Pensacola Historical sites, and a shopping trip to local merchants in Pensacola and the Silver Sands Outlet Mall in San Destin, Florida
   g. Lecture on U.S. Social Workers by faculty of the UWF Department of Social Work
   h. Farewell Dinner
   i. Award Certificate of Completion of the Program to each student

III. PAYMENT TERMS
   a. The preliminary estimated cost for the Program is $37,584.54 (see attached budget estimate). The total number of participants in the Program is approximately sixty-three (63).
   b. After the conclusion of the Program, Jikei will be invoiced based on the final cost of the Program.

IV. RESPONSIBILITIES OF UWF
   a. UWF will provide insight and understanding of social work in the U.S. through various lectures and site visitations relating to the field of Social Work;
   b. UWF will provide intensive exposure to the English language and American culture;
   c. UWF will provide adequate housing for Program participants; for the purposes of this Agreement, “adequate housing” shall be defined as not more than three students assigned to a room for the duration of the Program.
      i. Program Chaperones will be housed in single rooms unless they request to share a room with another person.
   d. UWF will provide transportation to its housing facilities and most scheduled activities; Transportation will be provided, if necessary, by UWF Faculty, staff and local volunteers;
   e. UWF shall devise a purchasing or funds distribution mechanism in order to provide for all scheduled Program activities within the Pensacola community.
   f. UWF will provide meals for Japanese program participants, accompanying UWF students and hired staff, invited UWF faculty and community supporters as required by the Program agenda. Off- campus Luncheons, banquets, dinners and
receptions will be paid directly to the vendor via UWF Purchase Order, Advance Check or "P" card as required and accepted by the vendor.

**g.** UWF will issue an invoice detailing all final costs related to this agreement to Jikei after the conclusion of the Symposium.

**V. RESPONSIBILITIES OF JIKEI**

- Jikei will provide full payment upon receipt of the invoice for all final costs related to the Program.

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**IN WITNESS WHEREOF,** the Parties have executed this Agreement on the dates specified below:

**JIKEI**

- **Mr. Toyonori Tanaka**
  - Date
  - President, Jikei Co. Ltd.

- **Mr. Hideaki Hirata**
  - Date
  - CEO, Jikei Gakuen

**UNIVERSITY OF WEST FLORIDA**

- **Dr. Chula G. King**
  - Date
  - Interim Provost, University of West Florida

- **Dr. Angela McCorvey**
  - Date
  - Interim Associate Vice President, Diversity and International Education
  - And Programs, University of West Florida

- **Shigeko Honda**
  - Date
  - Director, Jikei American Center
  - University of West Florida
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g. UWF will issue an invoice detailing all final costs related to this agreement to Jikei after the conclusion of the Symposium.

V. RESPONSIBILITIES OF JIKEI

a. Jikei will provide full payment upon receipt of the invoice for all final costs related to the Program.

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<table>
<thead>
<tr>
<th>JIKEI</th>
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<tr>
<td>Mr. Toyonori Tanaka</td>
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<td>Interim Associate Vice President</td>
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<td>Date</td>
<td>Diversity and International Education</td>
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<td>And Programs, University of West Florida</td>
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<td>University of West Florida</td>
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January 15-21, 2008
Estimate for U.S. – Japan Cross Cultural & Study Program for
Tokyo College of Welfare & Saitama College of Welfare

**Meals:**

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<tr>
<td>Lunch SCW</td>
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<td>Total</td>
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<tr>
<td><strong>Dinner</strong></td>
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<td><strong>38</strong></td>
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<td><strong>Total</strong></td>
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**Lodging:**

Students and Escorts

$25 x 5 = 125 x $89 = $11,125.00

$11,125.00 + $834.38 (7.5% tax) = $11,959.38

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<tbody>
<tr>
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**Personnel:**

TCW 2 / SCW 1 = 3 Escorts/Interpreters

$(2 x 40 x $8) + (1 x 40 x $8) = $960

Temporary Staff $8/hr x 8 hrs/day x 10 days = $640

$960 + $640 = 1,600 + $122.40 (7.65% payroll tax)

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<thead>
<tr>
<th>Date</th>
<th>TCW</th>
<th>SCW</th>
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<tr>
<td>7/15</td>
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<td>7/20</td>
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<td><strong>Total</strong></td>
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**Transportation:** (54 passenger buses)

$825/day x 2 buses x 6 days = $9,900.00 (1/15 – 1/20)

**Activities:**

UWF I.D. Cards: $10.00 x 63 = $630.00

**Program Supplies:**

Orientation packets (folders, handouts),
Name tags, certificates, duplicating, etc. $15.00 x 63 = $870.00

Sub Total $36,240.03

Administrative Charges (3.71% of expenses) $1,344.51

Grand Total $37,584.54

Per Student Total (58 students): $648.01

*Meals and lodging are subject to sales tax

**63 (58 + 5): 5 teachers and escorts are added as final student number confirmed