

REGULATIONS

GOVERNING THE PROGRAM OF STUDIES AND EXAMINATIONS WITHIN THE FRAMEWORK OF THE MASTER OF INTERNATIONAL LAW AND ECONOMICS PROGRAM (MILE PROGRAM) AT THE WORLD TRADE INSTITUTE (WTI OR THE INSTITUTE)

In the spirit of the *Convention cadre entre les Universités de Berne, Neuchâtel et Fribourg* (Benefri Convention) of 28 January 1993, and in application of Article 6 of the *Convention entre les Universités de Berne, Neuchâtel et Fribourg sur la reconnaissance du World Trade Institute, de l'Institut de droit de la santé (IDS) et de l'Institut de droit européen (IER/DIE) comme Instituts interuniversitaires aux Universités de Berne, Neuchâtel et Fribourg*;

In application of Art. 2 (1) (d) of the Act governing University of Berne of 5 September 1996 in addition to Art. 7 to 11 of the Statute of University of Berne of 17 December 1997;

In application of Art. 3 (2) of the Act governing the University of Neuchâtel of 26 June 1996;

In application of Art. 2 (1) (d) of the Act governing the University of Fribourg of 19 November 1997 as well as Art. 67 (1) (3) of the Statute of the University of Fribourg of 20 May 1986;

By the power vested in it by the Charter of the World Trade Institute Foundation of 26 March 1999 (*Stiftungsurkunde* appended as Annex I to the Present Regulations), and subject to the approval of the competent authorities of the Universities of Berne, Fribourg and Neuchâtel, the Board of the World Trade Institute (hereinafter the “Board”), in execution of the duties entrusted to it under Article 2 of the aforementioned Charter, hereby adopts the following REGULATIONS GOVERNING THE PROGRAM OF STUDIES AND EXAMINATIONS WITHIN THE FRAMEWORK OF THE MILE PROGRAM.

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SECTION 1. GENERAL PROVISIONS

Article 1. Aims of the MILE Program

- ¹ The MILE Program is a one-year, full-time post-graduate program which aims to provide students with in-depth knowledge of the contemporary legal framework and the relevant underlying economic concepts governing the world trading system. All teaching undertaken within the MILE Program shall take this multi-disciplinary approach into consideration.
- ² Upon the successful completion of the required program of study outlined below, the MILE candidate shall be accorded the title of Master of International Law and Economics, Universität Bern, Université de Neuchâtel and Université de Fribourg.

Article 2. Organization of the program

- ¹ The MILE Program shall be executed under the supervision of the Board and the Managing Director of the WTI.
- ² A Director of Studies shall be appointed whose tasks will include the planning of the program for future years as well the supervision of the program in the respective year. The Director of Studies will also support the MILE candidates in the design of their master's theses as well as in applications for internships.
- ³ An Administrative Director shall be appointed whose responsibilities shall include the enrolment of new students, the procedural modalities regarding the allocation of scholarships and financial aid as well as the formalities related to student graduation.
- ⁴ A MILE Committee shall be formed consisting of two members of the Board, the Managing Director, the Director of Studies, the Administrative Director and one MILE alumnus. The MILE committee will have oversight over the selection of students and the invitation of lecturers.

Article 3. Required program of study

- ¹ The required program of study shall last one academic year and be divided into three terms. The first term shall, in principle, consist of an introductory unit designed to familiarize the students with the necessary economic and legal tools required to follow the course. The introductory unit shall also provide students with a first insight into the regulatory framework of the world trading system as well as the economics of international trade. The first term shall be followed by two terms during which the students will be exposed to the substantive issues of the world trading system.

- ² The program shall comprise a period of 34 to 35 weeks of course work. As a rule, the required program of study shall be completed within one academic year. Course work will include instruction, preparatory reading as well as individual studies and research over the academic year. Each week of instruction shall comprise four days and therefore between 20 and 24 hours of instruction and shall be concluded with one day of assessment.
- ³ The first term shall commence at the earliest in the first week of October and finish on the last Friday before Christmas. The second term shall commence no later than the third Monday of January and finish on the fourth Friday of March. The third and final term shall commence in the first week following Easter and shall finish in July.
- ⁴ The course work shall involve a combination of attendance and participation in courses, weekly written and/or oral submissions and the preparation and submission of a master's thesis.
- ⁵ The required program of study is applicable to all MILE candidates and attendance of classes is compulsory. Dispensations and other exemptions to this rule are subject to the provisions of articles 17 (1) and 18 (8).

Article 4. Curriculum

- ¹ The curriculum shall be adopted by the Board during its annual strategy meeting. The curriculum shall reflect the multi-disciplinary approach of the MILE Program and shall aim to provide the students with an in-depth insight into all the major substantive legal and economic issues relevant to the world trading system.
- ² The curriculum shall equip the MILE students to be proficient with the necessary economic and legal analytical tools as well as the relevant and applicable legal instruments and doctrines governing international trade.

Article 5. Language of instruction

- ¹ The language of instruction as well as the language of all written work, including weekly submissions and the master's thesis, shall be English.

Article 6. Evaluation of program

- ¹ The program shall be evaluated by the Board during its annual strategy meeting. The Board shall determine to what extent the objectives of the MILE Program are being met and shall propose any changes it deems necessary.
- ² The Director of Studies and the WTI staff shall be responsible for implementation of any proposals adopted by the Board.

SECTION 2. FACULTY AND STUDENTS

Article 7. International faculty

- ¹ The teaching staff will be made up of leading experts throughout the world from academia, private practice, international organizations, and government.
- ² International faculty members will be chosen by the MILE Committee and will be appointed to teach for one or more of the course weeks during any one academic year. The MILE Committee is free to renew its invitation to teach for any subsequent year.
- ³ At the conclusion of a teacher's stay at the WTI and after his or her last lesson, the students shall evaluate the teacher's performance in view of the following criteria:
 - course structure and organization;
 - course content;
 - the teacher's didactic abilities.
- ⁴ The results of this evaluation shall be sent to the teacher concerned. The form used to evaluate members of the international faculty is appended to the present Regulations as Annex II.
- ⁵ When deciding whether or not to invite a teacher to return in subsequent years, the MILE Committee shall take into account the teacher's evaluation and the assessment by the WTI staff.
- ⁶ The rights and obligations of the teaching staff and the World Trade Institute shall be outlined in a separate agreement to be signed by the international faculty member and the Director of Studies. A blank version of said agreement is appended to the present Regulations as Annex III.

Article 8. Students

- ¹ Students of the MILE Program¹ shall be matriculated at University of Berne and shall enjoy all the rights and privileges available to students of University of Berne.
- ² The matriculation fees are included in the tuition fees and shall be paid by the World Trade Institute directly to University of Berne.

¹ Also referred to in the present Regulations as "MILE candidates"

SECTION 3. APPLICATION, SELECTION, ADMISSION, WITHDRAWAL

Article 9. Applications

- ¹ Applications for admission to the MILE Program shall, as a rule, be submitted until January 31st of the respective academic year, in which the program starts.
- ² Only written applications consisting of the WTI form entitled “Application for Admission to Graduate Study”, which have been duly dated and signed and which are submitted together with the required supporting documentation (copy of university diploma(s) with transcripts in English, statement of intent, two letters of recommendation and curriculum vitae) shall be considered for admission to the MILE Program. A copy of said application form is appended to the present Regulations as Annex IV.
- ³ Upon receipt of any application, the MILE applicant will be contacted and informed of whether his or her application can be processed on the basis of the documents submitted or whether additional documentation is required. Where an application cannot be processed due to missing documentation, the Administrative Director shall set a deadline within which the additional documentation must be submitted.
- ⁴ Failure to provide any additional documentation required within the deadline shall be construed as a withdrawal from the application procedure.

Article 10. Requirements in regard to applicants

- ¹ Applicants must have completed a Master’s degree (or comparable depending on the educational system of the respective country), ideally in a field related to the focus of the MILE Program, such as law, economics, finance, commerce, international relations, political science and the like. Exceptions to this rule can be made on the basis of art. 10 (3).
- ² Applicants must demonstrate outstanding academic ability and provide good academic references bearing witness to their academic capabilities as well as their research abilities.
- ³ Applicants, who have not previously acquired a Master’s degree, but who have completed undergraduate studies need to demonstrate at least one year of professional experience in a related field (lawyer, diplomat, export industry representative, trade economist, civil servant etc).
- ⁴ Applicants will only be admitted to the MILE Program upon demonstration of a good command of written and spoken English. As a rule, a student whose first language is not English, shall be required to take the TOEFL or IELTS exam and achieve scores that demonstrate a good working knowledge of English and the ability to express him or herself

well both in writing and orally. Students who have studied in an English-speaking country for at least two years and who have taken the respective qualification in English are not required to document their English proficiency in the above-described way.

- ⁵ If appropriate, a telephone interview will be conducted with the applicant.

Article 11. Selection procedure

- ¹ The number of places shall not exceed fifty (50) students.
- ² The selection of individuals to be admitted as candidates to the MILE Program shall be the purview of the MILE Committee.
- ³ Selection of suitable individuals for admission as candidates to the MILE Program shall take place without regard to factors such as sex, nationality, race, sexual orientation, political affiliation, age, or other factors not relevant in assessing the applicant's academic qualifications, professional background and command of the English language.
- ⁴ In the event that there should be more applicants than places on the MILE Program, the MILE Committee shall seek to select first those candidates with both an outstanding academic record and related professional experience insofar as such applicants are also able to demonstrate a good command of English as outlined above.
- ⁵ The MILE Committee's decision in regard to the non-selection of applicants shall be binding and shall not be subject to appeal.

Article 12. Notification and acceptance

- ¹ Upon completion of the selection procedure, normally at the end of March, all applicants will be notified immediately and in writing as to their admission or non-admission to the MILE Program.
- ² Successful candidates shall be required to formally accept or decline the place offered to them on the MILE Program.
- ³ Applicants who decide to accept the place shall pay a registration fee of CHF 200 within a deadline set by the Administrative Director.
- ⁴ Following receipt of the successful applicant's registration fee, he or she shall be formally considered a MILE candidate with all the inherent rights and obligations.
- ⁵ Unsuccessful applicants shall be entitled, upon request, to a written explanation why they were not selected, particularly what factors in their application were deemed insufficient in the opinion of the selection committee.

Article 13. Withdrawal before or after commencement of the MILE Program

- ¹ In the event that a MILE candidate, prior to or following commencement, is unable to attend or continue the program due to health reasons, personal hardship, force majeure, or other extenuating circumstances, he or she shall be required to notify the Administrative Director as soon as possible of his or her circumstances.
- ² In the event that a MILE candidate withdraws from the program prior to commencement, without being able to demonstrate extenuating circumstances, he or she shall be required to pay a forfeiture fee of CHF 1'000. For the purposes of this article, the Administrative Director shall be free to exercise his or her discretion in deciding what is to constitute "extenuating circumstances".
- ³ In the event that a MILE candidate leaves the MILE Program after commencement without having received leave to do so by the Director of Studies, or where a MILE candidate fails to be present at the commencement of courses without having notified the Administrative Director of his or her withdrawal, he or she shall be required to pay the full tuition fee for the MILE Program.
- ⁴ The decisions by the Director of Studies and the Administrative Director in this regard are subject to appeal within the framework of the Board's appellate authority as outlined below under "Complaints Procedure".

SECTION 4. METHOD OF INSTRUCTION AND RESEARCH**Article 14. Course work**

- ¹ The first term (outlined above) shall rely to a large extent on lectures and group exercises, the purpose of which shall be to ensure that all MILE candidates share a common knowledge level concerning the legal and economic principles which will be applied in the subsequent study and research undertaken within the MILE Program.
- ² The second and third term shall be specifically dedicated to international trade regulation and related subjects. Actual and hypothetical cases will be used to apply the legal and economic principles that are introduced in the first term. The rulings of the various judicial authorities and administrative agencies will be analyzed taking into account the economic considerations that may or should have affected these decisions as well as their economic implications.
- ³ In addition, tutorials and English-language training shall be available.

Article 15. Facilities

- ¹ Each MILE candidate will be accorded access to a work-station at the WTI from where he or she will be allowed to conduct research and work towards the successful completion of the MILE Program.
- ² The WTI library and research facilities will be open to MILE candidates from 8 a.m. until 10 p.m. on weekdays and from 8 a.m. to 6 p.m. on Saturdays.
- ³ In respect to the use of the WTI's library and other research facilities, MILE candidates shall be required to respect the applicable regulations and conditions.
- ⁴ Access to the WTI facilities may be restricted or withdrawn and the opening hours amended as deemed necessary by the Director of Studies.

SECTION 5. ASSESSMENT**Article 16. General rules**

- ¹ Assessment of each MILE student's academic performance will be based on weekly written and/ or oral assessments as well as the master's thesis.
- ² A candidate has successfully completed the MILE Program when he or she attains, on average, a grade of 'E' or better.
- ³ The completion of the master's thesis is an essential requirement for completing the program. The degree will not be granted to a candidate who has not submitted an acceptable master's thesis that was graded with 'E' or better.

Article 17. Classroom attendance

- ¹ Classroom attendance is compulsory and any absence must be the subject of advance approval by the Director of Studies.
- ² Where the unjustified absences from class of a MILE candidate exceed 10% of the total number of teaching hours, he or she shall be placed under academic probation. If the candidate fails to demonstrate regular class attendance in the following two months, the Director of Studies shall be free to dismiss him or her from the program.
- ³ In cases where a student cannot attend classes for a substantial time period and/ or where he or she is unable to submit written work due to health reasons, the Director of Studies shall require a certification by a qualified and recognized doctor or hospital.

Article 18. Written papers

- ¹ At the end of each course unit, and except for seminar weeks graded upon the basis of students' presentations or oral exams, MILE candidates will be required to submit a short paper and/or write an exam on the subject treated during the week in question. This paper/exam will be marked and graded by the international faculty member(s) teaching the respective courses.
- ² The international faculty member teaching the respective courses will make the decision about the form of the graded work that the students must submit in co-operation with the Director of Studies.
- ³ Work for this research paper will, as a rule, be done on Fridays and the paper shall be handed in before 6 p.m. on the Friday, either in person or by email to a competent member of the WTI staff. The Director of Studies shall adopt a rule governing the consideration of papers handed in after the six o'clock deadline.
- ⁴ The teacher(s) marking and grading the written papers shall have one month to do so and return the papers and the grades to the WTI.
- ⁵ The teacher(s) marking the paper shall have to do so in accordance with the guidelines laid down by the WTI. The teacher will have to provide indications as to the quality of the MILE candidate's paper from both a substantive and formal perspective.
- ⁶ Candidates may discuss the paper and their grade with international faculty member(s) by means of email or correspondence.
- ⁷ Where a MILE candidate is found guilty of having engaged in an instance of plagiarism of the weekly written paper, this paper shall be graded with 'F'. In a case of repeated plagiarism, the student shall be dismissed from the MILE Program. Plagiarism refers to cases when a MILE candidate submits an assignment which contains work that is not his or her own without acknowledging the sources.
- ⁸ As a rule, students shall be required to submit their graded work also in cases when the Director of Studies has accorded them permission to miss part or all of a week's instruction. Exemptions to this rule have to be given by the Director of Studies. When a candidate fails to submit the graded work without permission from the Director of Studies, he or she shall receive an 'F' for this assignment. When a candidate receives a waiver for the assessment, this shall be marked as 'N/A' in his or her transcript.

Article 19. Master's thesis

- ¹ The master's thesis shall consist of a scientific research paper, comprising between fifty (50) and seventy (70) pages. The Director of Studies will establish precise guidelines as to the formal requirements of the master's thesis (character size, spacing etc). During the work on the master's thesis, each student shall be directed by a supervisor. The exact subject of the master's thesis shall be agreed upon by the MILE candidate and the supervisor in co-operation with the Director of Studies.
- ² The supervisor should be a member of the WTI academic staff.
- ³ The master's thesis must constitute an original piece of research and must be the product of the MILE candidate's own efforts. Plagiarism or the unauthorized help of third parties in writing the thesis shall result in the rejection of the thesis without grading. In such a case, the candidate will be granted the opportunity to submit a new thesis. In cases of repeated plagiarism, the student shall be dismissed from the program.
- ⁴ As a rule, the master's thesis shall be researched and written during the course of the third term and the summer immediately following the completion of the coursework. Students who elect to write their thesis during the summer are not obliged to be physically present at the WTI.
- ⁵ A first outline of the MILE candidate's master's thesis must, as a rule, be submitted to the supervisor by the end of June in the year in which the MILE candidate completes his or her course work.
- ⁶ The master's thesis must be completed by September 30th of the year in which MILE candidates complete their course work. Completed in the sense of the present Article shall be construed as meaning submitted in its definitive form. The candidates shall receive written confirmation about the proper submission or failure to submit by October 7.
- ⁷ Before the deadline of 30th of September, a student can write an application for permission for an extension to the Director of Studies. The reasons upon which the Director of Studies authorizes this must be substantial.
- ⁸ If a student submits the thesis after the September 30th deadline without having obtained a prior extension from the Director of Studies, the supervisor shall be entitled to reduce the grade for the thesis.
- ⁹ The MILE candidate shall be awarded a separate grade for his or her master's thesis.
- ¹⁰ The master's thesis shall be assessed and graded by the supervisor (or in cases where the supervisor is a doctoral student, by a member of the WTI in-house staff who holds a

doctoral degree in the respective field) at the latest six weeks after the thesis has been submitted.

- ¹¹ If a student receives an ‘F’ for his or her thesis, that student shall have the opportunity to submit a revised version of the thesis once. The revisions shall be based on the comments given by the supervisor of the thesis. The revised version has to be submitted two months after the initial grade of ‘F’ was communicated to the student. The revised thesis shall be graded by the supervisor within three weeks.

Article 20. Letters of recommendation

- ¹ MILE candidates and alumni can request the Director of Studies to provide a letter of recommendation. In this letter, the Director of Studies shall not only take into account the academic performance of the candidate or alumnus, but also comment on class attendance and participation as well as the social skills the MILE candidate in question demonstrated when interacting with fellow students and WTI staff.

SECTION 6. GRADES

Article 21. General rule

- ¹ Grades for the weekly papers and for the master’s thesis will be allocated according to the ECTS system:

A Best 10 per cent of students

B Next 25 per cent

C Next 30 per cent

D Next 25 per cent

E Next 10 per cent

F/ FX Fail – considerable further work is required/ further work required

Article 22. Comprehensive grade

- ¹ Upon completion of the course the student shall receive, in addition to a transcript indicating the grades achieved for the individual course units, a comprehensive grade comprising an average of his or her grades from the weekly course units and the master’s thesis.

- ² For completion of the three terms of instruction, a student shall receive 68 ECTS points (2 ECTS points per week of instruction). Approximately 60% of these ECTS points (a total of 41 ECTS points for the three terms of instruction) shall be based on classroom instruction and exam times, while the remaining 40% (a total of 27 ECTS points) are awarded for independent study and reading time. The master's thesis will be weighted with an additional 22 ECTS points. Therefore, completion of the MILE Program shall be equal to 90 ECTS points.

Article 23. Performance requirements

- ¹ Where a MILE candidate receives more than one 'F' in any given term, or where he or she is absent in excess of 10% of total class hours without good grounds or prior written permission from the Director of Studies, he or she shall be placed on academic probation. The student shall be informed of this status in writing.
- ² A discussion shall take place between the MILE candidate and the Director of Studies and an effort will be made to understand why the candidate has been under-performing and strategies will be adopted for improving the candidate's performance.
- ³ Where in the two months following said discussion, there is no visible improvement in the candidate's performance, i.e. where said candidate continues to under-perform by obtaining more than one additional 'F', the Director of Studies shall be free to dismiss said candidate from the MILE Program.
- ⁴ This decision shall be subject to appeal to the Board as outlined in Section 8 "Complaints Procedure".

SECTION 7. FEES AND FINANCIAL ASSISTANCE

Article 24. Fees

- ¹ The cost of tuition shall be CHF 30'000. This amount is subject to amendment by decision of the Board.
- ² This amount covers all teaching fees as well as the costs of the required course material, but does not include the cost of books or additional photocopies.
- ³ Where the MILE candidate is to receive financial aid (see below) the cost of tuition may be subject to reduction.

Article 25. Scholarships

- ¹ The WTI is committed to providing a small number of talented MILE candidates, who would not otherwise be able to attend, with limited scholarships in order to allow them to complete the MILE Program.
- ² The Administrative Director shall decide about the allocation of scholarships in consultation with the MILE Committee taking into account the requirements of the specific scholarship program.

SECTION 8. COMPLAINTS PROCEDURE**Article 26. General rule**

- ¹ As a rule, it should be possible to settle any differences of opinion between the Director of Studies or the Administrative Director and MILE candidates by means of informal discussions.
- ² In the event that informal discussions are unfruitful in resolving any difference of opinion between the Director of Studies or the Administrative Director and the MILE candidate concerned, the Managing Director of the Institute shall be required to take an executive decision on the matter at issue. This decision shall be subject to the Board's appellate authority as outlined below.

Article 27. Appellate proceedings before the Board

- ¹ Any executive decision taken by the Managing Director in regard to the allocation of grades, the charging of forfeiture fees, or any other discretionary matter covered in the present Regulations, where not otherwise stated, shall be subject to appeal to the Board.
- ² Both the Managing Director and the MILE candidate concerned shall be free to submit their findings and motions to the Board, which will be required to decide upon the matter in full session and as expediently as possible.
- ³ The Board shall hear and debate the matter in full session as expediently as possible and hand down its ruling within 2 weeks of the hearing.

Article 28. Appellate proceedings before the Appeals Commission of University of Berne

- ¹ The Board's decision shall be subject to appeal to the University Appeals Commission pursuant to Article 77 of the Statute of University of Berne of 17 December 1997.

² Any such appeal must be made within 30 days of receiving the Board's decision.

SECTION 9. GRADUATION

Article 29. Closing ceremony

¹ Upon conclusion of the MILE Program, in the week following the final course unit, a ceremony shall take place to celebrate the conclusion of the program.

² Members of the international faculty, the Board, as well as members of the Universities of Berne, Fribourg and Neuchâtel shall be invited to the ceremony.

Article 30. Diploma

¹ Upon successful completion of the required program of study and acceptance of the master's thesis, the MILE candidate will be granted the title of Master of International Law and Economics, Universität Bern, Université de Neuchâtel and Université de Fribourg. This title shall be embodied in a diploma bearing the seal of the World Trade Institute and the names of the three universities. The Chairman of the Board as well as the Director of Studies of the World Trade Institute Foundation shall sign the diplomas.

² The Diploma will only be handed over once the MILE Candidate has fulfilled all of his or her academic and financial obligations towards the World Trade Institute.

Article 31. Grade transcripts and academic reference

¹ At the time of the closing ceremony following the end of courses, the successful MILE candidates shall also receive a certificate outlining the courses followed and the grades awarded for those courses.

SECTION 10. FINAL PROVISIONS

Article 32. Adoption and amendment of the present regulations

¹ The present Regulations were adopted by the Board, on February 13, 2006 and shall replace the regulations dated 8 of May 2001.

² The present Regulations may be amended by majority vote of the Board.

Article 33. Entry into force

¹ The present Regulations shall enter into force on October 1, 2006, following the approval of the competent authorities of the Universities of Berne, Neuchâtel and Fribourg.

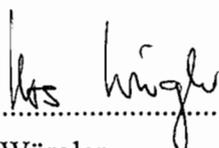
For and on behalf of the Board



.....
Thomas Cottier
Managing Director of the World Trade Institute

Berne, 31.10.2006

Approved and adopted by the Senate of University of Berne



.....
Urs Würzler
The Chancellor (*Rektor*) of University of Berne

Berne, 31.10.06

Approved and adopted by the Senate of the University of Fribourg



.....
Urs Altermatt
The Chancellor (*Rektor*) of the University of Fribourg

Fribourg, 1.12.06

Approved and adopted by the Senate of the University of Neuchâtel



.....
Alfred Strohmeier
The Chancellor (*Recteur*) of the University of Neuchâtel

Neuchâtel, 22/12/2006

TABLE OF ANNEXES

- Annex I Charter of the World Trade Institute Foundation of 26 March 1999
(*Stiftungsurkunde*);
- Annex II Blank evaluation form for the course units;
- Annex III Blank copy of the Teacher's Agreement;
- Annex IV Application Form for the MILE Program: "Application for Admission to Graduate Study".