



## MEMORANDUM OF UNDERSTANDING

*between*

**MAPÚA UNIVERSITY  
PHILIPPINES**

*and*

**AMITY UNIVERSITY MADHYA PRADESH  
INDIA**

**Registrar  
Amity University Madhya Pradesh  
Gwalior**

**ACADEMIC AGREEMENT  
Between**

**MAPÚA UNIVERSITY, PHILIPPINES**

**And**

**AMITY UNIVERSITY MADHYA PRADESH**

Amity University Madhya Pradesh and Mapúa University wishing to establish cooperative relations between the two institutions, especially to develop the academic and cultural interchange through mutual assistance in the areas of education, and research agree as follows:

**PART I  
SCOPE OF THE COOPERATION**

The areas of cooperation include, subject to mutual consent, any program offered at either institution as felt desirable and feasible on either side and that both sides feel contributes to the fostering and development of the cooperative relationships between the two institutions.

The assistance to be provided by each of the contracting parties will include teaching, research, exchange of faculty and students, and staff development, etc., as deemed beneficial by the two institutions.

**PART II  
AREAS OF COOPERATION**

Assistance shall be carried out subject to availability of funds and the approval of the MAPÚA UNIVERSITY and of the AMITY UNIVERSITY MADHYA PRADESH, through such activities or programs as:

1. Exchange of undergraduate and graduate students;
2. Exchange of faculty and staff members;
3. Joint research and consultancy activities;
4. Participation in seminars and academic meetings;
5. Exchange of academic materials and other information;
6. Special short-term academic programs and projects;

The terms of such mutual assistance and necessary budget for each specific program and activity that is implemented under the terms of this agreement shall be mutually discussed and agreed upon in writing by both parties prior to the initiation of the particular program or activity and the terms of such program and activity shall be negotiated on an annual basis. Each institution will designate a contact person to develop and coordinate specific activities or programs.



### **PART III EXCHANGE OF STUDENTS**

#### **A. PURPOSE**

The purpose of this program is to make possible the exchange of students between the two institutions on a continuing basis within the laws, rules and regulations of each respective institution.

#### **B. DEFINITION**

In this agreement, unless the context will otherwise set forth or imply, "exchange" shall mean an exchange of a special number or ratio of students from each Institution, "exchange student" shall mean students participating in the exchange implemented herein, "home institution" shall mean the institution at which the student intends to graduate, and "host institution" shall mean the institution which has agreed to receive the exchange student from the home institution.

#### **C. SELECTION OF PARTICIPANTS**

The home institution will screen and select applicants from its university for the exchange program and send applications within the defined application deadlines. The host institution will reserve the right to make the final judgment on the admissibility of each student nominated for the exchange. Admission decisions will depend mainly on recommendations by the home institution. The following guidelines apply to all exchange students:

1. The exchange student must meet any language requirement set forth by the host institution.
2. The exchange student may apply to any academic program offered at the host institution as a full-time, non-degree or unclassified student at the appropriate level as determined by the host institution. The host institution reserves the right to exclude student from restricted enrollment programs.
3. All academic credit earned at host institution will be credited to the home institution as determined by policies of the home institution.
4. Upon completion of the study tour at the host institution, exchange students must return to the home institution. Any extension of stay must be approved in writing by both cooperating universities.
5. The exchange students must abide by all rules and regulations of the host institution.

#### **E. RESPONSIBILITIES OF MAPÚA UNIVERSITY**

1. MAPÚA UNIVERSITY agrees to accept AMITY UNIVERSITY MADHYA PRADESH exchange students with sufficient English language proficiency, to enroll them as full-time, non degree undergraduate or graduate students for one of the two semesters of the academic year and to provide each student with tuition waivers.
2. MAPÚA UNIVERSITY will provide the appropriate counseling and other assistance to the AMITY UNIVERSITY MADHYA PRADESH exchange student

and will assist in finding appropriate housing

3. At the end of each academic term, MAPUA UNIVERSITY will send to AMITY UNIVERSITY MADHYA PRADESH an official transcript of credits, at the student's request, for each AMITY UNIVERSITY MADHYA PRADESH exchange student studying at MAPUA UNIVERSITY

**F. RESPONSIBILITIES OF AMITY UNIVERSITY MADHYA PRADESH**

1. AMITY UNIVERSITY MADHYA PRADESH agrees to accept the prescribed number of qualified MAPUA UNIVERSITY exchange students, to enroll them as full time, non degree undergraduate or graduate students for one semester at AMITY UNIVERSITY MADHYA PRADESH and to provide each student with tuition and service fee waivers.
2. AMITY UNIVERSITY MADHYA PRADESH will provide the appropriate counseling and other assistance to the MAPUA UNIVERSITY exchange students and will assist them in finding appropriate housing in residence Halls, apartments or private homes.
3. At the end of each academic term, AMITY UNIVERSITY MADHYA PRADESH will provide an official academic transcript for each MAPUA UNIVERSITY exchange student.

**PART IV  
EXCHANGE OF VISITING SCHOLAR, FACULTY AND STAFF**

The two Institutions will encourage the exchange of faculty, research, and administrative personnel for specified periods of time, ranging from a few days for consultations and/or lectures to a semester, a summer session, or an academic year. Faculty members under this program will be provided with access to the libraries, related offices and laboratories that are considered relevant. Arrangements for visiting scholars will be made in the following: (a) a nomination of the visiting scholar by the sending institutions to the prospective host institution, (b) approval and acceptance by the host institutions, (c) arrangement by both concerning the exact time and duration of the visiting scholar's appointment.

Expenses for travel and stay incurred by the visiting faculty member or members shall be borne either by the home institution or the individual. Under no circumstances shall exchange faculty or staff be construed to be employees or representatives of the host institution for any purpose. Each institution shall remain responsible for all its faculty employment considerations, including salary, health insurance, pension, or other employee benefit plans without interruption during those assignments.



**PART V  
FINANCE AND SERVICE**

All exchange students must register and pay tuition and other required fees at the home institution. The host institution will provide the necessary documents in obtaining a visa.

The exchange students are responsible for the following:

1. Transportation to and from the host institution;
2. Room and board expenses;
3. Textbook, clothing, and personal expenses;
4. Health Insurance and risk management fee;
5. Passport and visa costs, and
6. All other debts incurred during the course of the year.

**PART VI  
RENEWAL, TERMINATION, AND AMENDMENT**

This agreement will be valid upon the date it is signed by the appropriate officials of the two institutions and will remain in force for a period of Five (5) years from the date of the last signature, and will be automatically renewed unless chosen otherwise by either of the Institutions. The agreement may be terminated by either party giving six months written notice to the other party.

This agreement may be amended by the exchange of letters between the two institutions. Such amendments once approved by both institutions will become part of the student exchange agreement.

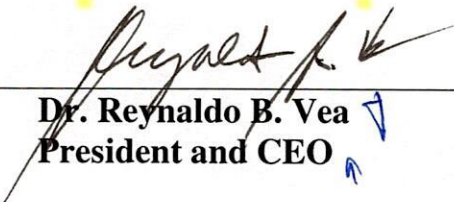
This agreement is intended only to set forth the general understanding of the parties with respect to the subject matter herein, and does not, and is not intended to, contractually bind the parties.

The exchange or visitation of participants outlined in this Agreement will be subject to all applicable immigration laws and regulations of the country where the Agreement Program occurs and any limitations and/or restrictions related thereto. The terms and conditions of this Agreement are subject to compliance with the Parties' home countries laws and policies, including those on export and import control.

In the event that a dispute arises under this agreement, the parties shall make every effort to resolve it themselves. Should the parties enter future contracts contemplated by this agreement, such contracts will contain a detailed resolution process. If it does not work, the agreement may be terminated by either party giving six months written notice to the other party.


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For MAPÚA UNIVERSITY,  
PHILIPPINES

  
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Dr. Reynaldo B. Vea  
President and CEO

Date: 22 June 2018

For AMITY UNIVERSITY  
MADHYA PRADESH, INDIA

  
\_\_\_\_\_  
Mr. Rajesh Jain  
Registrar

Date: 26/06/2018

