Agreement for Exchange of Undergraduate Students

BETWEEN

Indian Institute of Technology Delhi, India

AND

Loughborough University, United Kingdom

Indian Institute of Technology Delhi ("IITD") and Loughborough University ("LU") agree to establish a programme for exchange of undergraduate students based upon the Memorandum of Understanding between the two institutions and in accordance with terms and conditions set forth in this agreement.

Definitions: Home institution refers to the institution where a student is a registered student, and from where he/she is expected to graduate. Host institution refers to the institution that receives a student for a brief period of time to undertake a pre-determined programme of study.

a) The agreement permits the exchange of two semester places in each direction. Two exchange students enrolling for one semester of study is equivalent to one exchange student enrolling for one academic year of study. LU can send one student for one academic year or two students in Semester 1; and IITD can send one student for one academic year or two students in Semester 2.

b) Exchange students will be selected by mutual agreement between the home institution and the host institution, but the host institution retains the right to refuse any applicant if he/she does not fulfill the academic entry requirements.

c) An exchange student will continue to be treated as a registered student at his/her home institution and will not, therefore, be eligible for an award at their host university.

d) An exchange student will continue to pay tuition fees to his/her home institution, but will not be required to pay tuition fees to the host institution.

e) An exchange student will abide by the policies, rules and regulations in effect at the host institution and in the host country. An exchange student whose academic work or behaviour is deemed not suitable may be terminated from participation in the exchange by mutual consent of both institutions.

f) An exchange student's programme of study at the host institution will be determined by mutual consultation between his/her academic advisor at the home institution and his/her "interim" academic advisor identified by the host institution.

g) The host institution will evaluate an exchange student's performance in each course or module and award a grade or marks. At the end of the study period, the host institution will issue an official transcript of the student's academic work.

h) This agreement also facilitates credit transfer of exchange students between the two
institutions. The home institution may award to the exchange student credits earned at a host institution based on its credit transfer policy.

i) An exchange student will be responsible for the payment of all costs associated with the study period which include, but are not limited to, travel to and from the host country, visas, travel and health insurance, accommodation, local transportation, books and stationery, and other living expenses.

j) The host institution will provide reasonable assistance in finding accommodation for exchange students, but no guarantees on the provision of accommodation can be expected.

k) The parties will comply with all applicable data protection and privacy laws applicable in their respective jurisdictions. In particular, the parties agree to obtain the consent of any exchange participant prior to disclosing their personal and sensitive data to each other, and use and process such data it receives only for the purposes specified by the party disclosing it. In addition, the parties agree to protect personal and sensitive data against loss, alteration, unauthorized disclosure and access, and take appropriate technical and organisational measures to so protect the persona and sensitive data.

This agreement will take effect from the date on which it is signed by the representatives of the two institutions. This agreement will remain valid for the same period of time as the Memorandum of Understanding under which it is being signed.

Signed by

[Signature]
Professor V Ramgopal Rao
Director
Indian Institute of Technology Delhi

Date: 05/11/2019

Signed by

[Signature]
Professor R Allison
Vice-Chancellor
Loughborough University

Date: 05/11/2019
Memorandum of Understanding for Academic Cooperation  
between  
Indian Institute of Technology Delhi, India  
and  
Loughborough University, UK  

Indian Institute of Technology Delhi (or IITD, for short) and Loughborough University, Loughborough, UK (or LU, for short) has been collaborating in different disciplines for more than three decades through International programmes supported by the two governments through British Council, Department of Science and Technology and lately through European Commission. Both the institutions have gained from each other’s expertise and so much so that Prof G.W.R Griffiths of Department of Electronics and Electrical Engineering, LU was presented the ‘Distinguished Service Award’ recognizing his continued collaboration and meritorious service to IIT Delhi.

IITD and LU recognize their strengths in research and education in the disciplines of science, engineering, management and social sciences, and their mutual interest in engaging themselves in academic cooperation.

Therefore, IITD and LU agree to establish a programme for academic collaboration in areas of mutual interest, and in accordance with terms and conditions set forth in this Memorandum of Understanding (MoU).

A. Objectives

The goal of this cooperation is to foster collaboration, provide opportunity for global experience, and to facilitate advancement of knowledge on the basis of reciprocity, best effort, mutual benefit, and frequent interactions. IITD and LU agree to explore the possibility of engaging in the following modes of collaboration:

a) exchange of information on research and educational programmes,

b) exchange of information on teaching, learning material and other literature relevant to their educational and research programmes,

c) joint organization of short-term continuing education programs on topics of mutual interest, while extending invitations to each other’s faculty to participate therein,

d) joint organization of seminars, conferences, or workshops on topics of mutual interest, while extending invitations to each other’s faculty to participate therein,
e) joint proposal and engagement in research or training programs sponsored by funding agencies, while extending invitations to each other's faculty to participate therein,

f) exchange, on a reciprocal basis, of students at undergraduate, graduate and doctoral levels for limited periods of time for purposes of education and/or research.

IIITD and LU agree that detailed terms and conditions that guide each activity identified above will be separately determined and agreed upon by the two institutions. These terms shall include a technical description of proposed activity, financial arrangements, and person(s) responsible for its implementation, etc.

B. Joint Sponsored Research, Development and Consulting

IIITD and LU agree to investigate ways of identifying and inviting faculty members from the other institution to participate in research or development programmes already sponsored by external funding agencies. It is anticipated that the terms and conditions for such participation would be worked out by mutual agreement between the faculty members(s) and the institution extending such an invitation.

Further, IIITD and LU agree to attempt to jointly identify and pursue opportunities for formulation and submitting new research project proposals or training programmes for possible funding by external agencies. The terms and conditions for such joint research would be worked out between the concerned investigators and the funding agency.

It is foreseen that when a faculty member visits the other institution on invitation or as part of such joint research project, then such a visit will be classified as such, and handled as per rules of individual institution.

C. Exchange of Faculty, Scientists and Staff

IIITD and LU agree to explore ways of encouraging collaboration between faculty and scientists from the two institutions. Specifically, the institutions would encourage members of their faculty to undertake short visits or take up fixed-term visiting assignments as visiting Professor. The terms and conditions for each visit or assignment, including those concerning stipend, travel and housing, would be worked out between the concerned faculty member and the institution extending an invitation.

Not withstanding the above, IIITD and LU will examine ways to identify financial resources to fund international travel by their faculty/scientist/technical staff.
D. Student Exchange

IITD and LU agree to discuss the means for enabling the exchange of students at Undergraduate, Graduate and Doctoral level between the two institutions. Each exchange student would be selected by mutual agreement and in accordance to the norms of the two institutions.

Further, IITD and LU will explore ways to provide for and facilitate joint guidance of theses under their PhD and other post-graduate degree programmes.

E. Exchange of Scientific and Technical Material

IITD and LU will examine ways of exchanging information on research and educational programmes and teaching/learning material and other literature relevant to their educational and research programmes. Further, IITD and LU agree to explore ways to share teaching/learning material, and other relevant literature, while respecting each other’s intellectual property and other rights.

F. Joint Conferences, workshops and short-term courses

IITD and LU agree to seek means of identifying and inviting faculty members from the other institution to participate in conferences, workshops and short courses. The terms and conditions for such participation would be worked out by mutual agreement between the invited faculty member(s) and the institution extending such an invitation.

When a faculty member visits the other institution on invitation or as part of such joint activity, then such a visit would be classified as such, and handled as per ruled of individual institution.

G. Intellectual Property

IITD and LU agree to respect each other’s rights to intellectual property. Further, the intellectual property rights that arise as a result of any collaborative research of activity under this MoU would be worked out on a case-to-case basis, and would be consistent with official laid down IPR policies of the two institutions.

H. Co-ordination

The following arrangements is suggested for the co-ordination of our collaborations:

Each institution shall appoint one member of its teaching/research faculty to coordinate the programme on its behalf.
Further, a coordination committee, consisting of (a) Director, IIT Delhi, or his/her nominee, (b) Vice Chancellor/President, LU, or his/her nominee, (c) programme coordinator from the side of IITD, and (d) Programme Coordinator from the side of LU, will periodically review and identify ways to strengthen cooperation between the two institutions.

I. Tenure and Termination:

This MoU will take effect from the date it is signed by representatives of the two institutions. It will remain valid for period of five years, and may be continued thereafter after suitable review and agreement.

Either institution may terminate the MoU by giving written notice to the other institution six months in advance. Once terminated, neither IITD nor LU will be responsible for any losses, financial or otherwise, which the other institutions may suffer. However, IITD and LU will ensure that all activities in progress are allowed to complete successfully.

J. Arbitration Clause

Should there be a dispute relating to any aspect of academic cooperation, Director, IITD and Vice Chancellor, LU will jointly resolve the dispute in a spirit of independence, mutual respect, and shared responsibility.

This MoU is signed subject to approval by respective academic/administrative bodies.

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India

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Date 05/11/2019  
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