



MEMORANDUM OF UNDERSTANDING (MoU)

In order to promote cooperation between **School of Social Work, Roshni Nilaya Mangalore India** and **UC Leuven-Limburg** the two institutions agree as follows:

The purpose of this Agreement is to further understanding between the UC Leuven-Limburg (hereafter: UCLL) and School of Social Work, Roshni Nilaya Mangalore India, and to enhance each institution's teaching, learning and internationalisation objectives. This Agreement will commence from the date of signing and continue thereafter for a period of three (3) years, subject to revision or modification by School of Social Work, Roshni Nilaya Mangalore India agreement.

The two parties will endeavour to:

- a) Co-operate in the exchange of information relating to their activities in teaching and research in fields of School of Social Work, Roshni Nilaya Mangalore India interest;
- b) Promote appropriate joint research projects and joint learning activities;
- c) Develop and implement a programme of student and staff exchange in accordance with the following principles:

1. Scope of the Cooperation

Both institutions decide to establish relations to promote interest in the teaching and research activities of the respective institutions through academic and student exchange.

Projects and teaching activities will focus on the following themes which are of interest to both partners:

- Social Work
- Capacity Building
- Child and Youth studies

Both parties understand that all financial arrangements will have to be negotiated and agreed upon with due regard to the availability of funds and other resources.

Specific details for the implementation of these activities will be developed School of Social Work, Roshni Nilaya Mangalore India tually for specific projects.

The duration of the MOU shall be three years from the date of signature. Where it continues to be active the two institutions shall review the arrangement six months prior to the expiry date. The MoU may be terminated at any time by School of Social Work, Roshni Nilaya Mangalore India tual written consent or by nine months' notice in writing by either of the two parties with due regard to the contractual commitments in terms of specific contracts.

2. Student Exchange



1. Each Participant may send up to four (4) exchange students each year for the duration of this agreement, unless this number is varied by School of Social Work, Roshni Nilaya Mangalore India tual agreement. The agreement will then become an appendix to this MoU.
2. The exchange of students will normally take place for a period of one or two semester without payment of tuition fees to the host institution. Other fees relating to transportation, board and lodging, membership of campus organizations and textbooks will be paid by the student directly. Payments of these fees by the guest student will be in accordance with fees paid by students of the host institution.
3. Students School of Social Work, Roshni Nilaya Mangalore India be able to demonstrate language proficiency as required to complete selected coursework. For purposes of this exchange agreement the language of instruction is English.
4. The host institution shall retain the right of admission and may reject any applicant whose academic or other qualifications for participation in the program are not deemed appropriate.
5. Students from both institutions will be accorded the same rights and privileges as students in the host country. The students shall be entitled to the use of the host institution's facilities on the same basis as students of the host institution.
6. Recognition for the academic work carried out by the student during the period of the exchange will be at the discretion of the student's home institution. Students participating in this program will continue as candidates for the degree of their home institution.
7. Admission to a specific course is subject only to the student being satisfactorily qualified to enrol in that course, and the availability of resources.
8. Proposals for student exchanges should be made no later than three months prior to the start of the semester in which the student is to enrol. Each institution shall ensure that the required documentation of the host institution is completed correctly and forwarded in an appropriate time.
9. Both institutions agree to assist each exchange student by:
 - providing pre-departure material, and post-arrival orientation,
 - providing each exchange student with the necessary documents to assist the exchange student in obtaining the correct visa, Neither institution can be held responsible for visum-related problems of students.
 - assisting in arranging appropriate accommodation,
 - providing arrival assistance,
 - providing student support and advisory services.
10. Students (and staff) in exchange remain responsible for their own health insurance at all times during their trip. No responsibility for acquiring appropriate health insurance or any liability insurance shall be laid with the host institution.



3. Exchange of members of staff

1. Faculty members and other research personnel may be exchanged for periods as negotiated by both institutions. The home institution will usually remain responsible for the salary of the participant, as well as any costs in relation to the exchange, and will provide international transportation to the closest convenient airport or train station. The host institution will assist with local transportation.
2. The period of posting to the other institution may be as short as a week, up to a maximum period of one year, by School of Social Work, Roshni Nilaya Mangalore India mutual agreement.
3. Exchanges of faculty members and other research personnel are subject to the consent of both the host institution and the home institution. The conditions of work laid down for each participant are subject to prior agreement in writing.
4. The host institution will assist in locating appropriate housing, assisting with immigration formalities and supply work space, library and technical facilities as appropriate. In the case of short term exchanges of up to two weeks in duration, the host college, department or program will usually provide housing.
5. Mutual consent over the duration, period and arrival of staff will be sought at least one month prior to the departure of the staff member(s).
6. Exchange of staff is not a prerequisite in this agreement but it will be strived for.

4. Research

1. UCLL and School of Social Work, Roshni Nilaya Mangalore India will encourage their lecturers and researchers to identify common research and educational projects. Both institutions commit themselves to support the application of these projects when they look for common external funding.

5. Renewal, Amendment and Termination.

1. Amendments to this Agreement may be made at any time when agreed upon by both parties. Any amendments shall be added to the terms as appendices to this agreement.
2. Either participant may terminate this agreement by giving notice in writing to the other institution of no less than six (6) months. Any student who may have commenced at either institution before date of termination may complete their courses of study by special agreement between the two institutions.
3. The institutions shall confer concerning the renewal of this Agreement six (6) months prior to its expiration.



6. Contact

The addresses for both institutions will be:

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For UC Leuven-Limburg

Marc Vandewalle
President

15th July 2017

Heverlee (B)



School of Social Work, Roshni Nilaya Mangalore India

Dr. Sophia N. Fernandes
Principal

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14 July 2017



Mangaluru