



INSTITUTE OF PROFESSIONAL STUDIES

MEMORANDUM OF UNDERSTANDING
On
Phonics Group of Institutions, Roorkee
And
Institute of Professional Studies, Roorkee

Under the Academic Exchange Agreement concluded on **21/09/2022** between

Phonics Group of Institutions, Roorkee and Institute of Professional Studies, Roorkee
both colleges/Universities implement the exchange of students as follows.

1. Student candidates participating in the exchange program during the term of this memorandum will be initially selected by the home college. However, the host college will make the final acceptance decision. Applications must also meet the deadlines designated by each college.
2. Each host college will enroll no more than **30** students from the home college each year for maximum 4 months duration. The actual number of students exchanged will be determined in advance each year by mutual consent.
3. The period of enrollment of the students at the host college is subject to the acceptance by the host College/University, but will not exceed 4 months.
4. The host college will offer the course content that is not taught at home college and may charge some nominal fee for the teaching and learning processes during the exchange program based on the mutual agreement and prior consent of the students.
5. Travel expenses, the cost of living and/or other necessary expenses incurred by the students will be the responsibility of the individual students or their sponsors. This does not preclude the application of scholarships from independent institutions to cover such expenses.

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6. The field of study for each student will be such that the host colleges can appoint a qualified advisor and provide appropriate courses of study.
7. In order to study abroad successfully each student will possess the language ability requested by the host colleges to complete the appropriate course of study.
8. Participating students will continue as candidates for degrees at their home Colleges/Universities and will not be considered eligible for a degree at the host Colleges/Universities.
9. Each College/University agrees to provide documentation of course work completed by the students, as well as the appropriate academic performance information. Units passed at the host college can be accepted for credit at the home colleges.
10. The host College/University will assist the students in finding adequate housing, either on or near the campus.
11. To be eligible to participate in the exchange program, students must purchase the health insurance required by the host Colleges/Universities. The costs of any health insurance required, as well as any medical expenses not covered by such insurance, will be the student's responsibility.
12. During the period of student's stay at the host College/University, both College/University agree to work in cooperation with each other to ensure the safety of students in a state of emergency.


Authorized Signatory

For,
Phonics Group of Institutions, Roorkee

Authorized Signatory

For,
Institute of Professional Studies,
Roorkee

Signature: 
Name:
Designation :
Contact No:
Email id :

Signature: 
Name:
Designation :
Contact No:
Email id: