



MEMORANDUM OF AGREEMENT

BETWEEN

SATHYABAMA

INSTITUTE OF SCIENCE & TECHNOLOGY

Jeppiaar Nagar, Rajiv Gandhi Road, Sholinganallur, Chennai,
Tamil Nadu 600119, India

And

BINUS UNIVERSITY

Jl. K.H Syahdan No. 9, Palmerah, Jakarta Barat 11480
Indonesia

This **Memorandum of Agreement** is made in 2018 by and between:

Sathyabama Institute of Science & Technology ("Sathyabama"), A Private University Established under Section 3 of UGC Act, 1956, located at Jeppiaar Nagar, Rajiv Gandhi Road, Shollinganallur, Chennai, Tamil Nadu, India, represented by **Dr. Dr. S Sundar Manoharan, Vice Chancellor** and BINUS University ("**BINUS**") represented by **Karen Imam, MIB**, in his capacity as BINUS Global. Director, recognizing the benefits to their respective institutions from the establishment of international link, conclude this Memorandum of Agreement (MOA).

ARTICLE 1 SCOPE OF COOPERATION

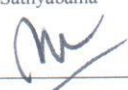
1. The purpose of this MOA is to develop academic and educational co-operation between the two parties.
2. The two Parties agree to develop the following collaborative activities in the areas of mutual interest.
 - i. Student & Staff Exchange
 - ii. Joint Research
 - iii. Technology Development
 - iv. Joint seminar & conference
 - v. Exchange of facilities and resources
 - vi. Joint Publication/Patents/Copy rights

Sign	
Sathyabama 	BINUS 

3. Sathyabama Institute of Science & Technology hereby appoints **Dr. T. Sasipraba, Pro Vice Chancellor**, Sathyabama Institute of Science & Technology and BINUS University appoints **Laily Alfa Citra – International Office Manager, BINUS University** to co-ordinate and oversee all discussions between the Parties pursuant to this MOA.
4. This MoA regulates the student exchange program in details. Both PARTIES agree to discuss further and enter into subsequent MOAs specifying the terms and conditions to implement the other above-mentioned activities subject to mutual consent, availability of funds, and the approval of each PARTY.
5. Both PARTIES agree to operate this MOA, commencing at the date of signature.

ARTICLE 2 IMPLEMENTATION OF THE STUDENT EXCHANGE PROGRAM

1. Within the context of this MOA, "**Home Institution**" will mean the institution in which the student is enrolled as a degree candidate, and "**Host Institution**" will mean the institution that has agreed to receive students from the Home Institution for a period of study on a non-degree basis.
2. The Home Institution will select suitable candidates for the program. A nominated student must have completed at least 1 (one) year of undergraduate study, be in good academic standing at the Home Institution, and have the pre-requisites for participating the courses offered by Host Institution.
3. Courses available to exchange students will be listed by Host Institution and the list shall be sent to Home Institution before the beginning of every semester.
4. Exchange students will attend the courses with Host Institution students. The total number of exchange students accepted by Host Institution every academic year should be maximum 2 (two). Both PARTIES agree to maintain balance of the number of the exchanged students over the term of the MOA.
5. Both PARTIES agree to teach, assess and supervise exchange students under the same conditions normally available to their own students.
6. Exchange students are entitled to join the program for 1 (one) semester and it could be extended to 2 (two) semesters due to prior approval of both PARTIES. It is understood that 2 (two) students for 1 (one) semester exchange period are equivalent to 1 (one) student for 2 (two) semesters exchange period.
7. Exchange students will remain members of their Home Institution. After they finish the exchange program, they must return to the Home Institution to continue their study.
8. Exchange students must enroll on full-time basis at Host Institution. Full-time students will be defined by Host Institution.

Sign	
Sathyabama 	BINUS 

9. Exchange students shall pay the tuition fees to Home Institution. Tuition fees are not refundable.
10. Exchange students are responsible for the following financial costs upon completion of the program including, but not be limited to :
 - (a) Travel arrangement expenses;
 - (b) Accommodation and living expenses;
 - (c) Insurance, medical, or associated expenses due to illness or injury; and
 - (d) Teaching materials expenses.
11. Each PARTY will issue appropriate documents for visa purposes in accordance with the current regulation, notwithstanding that it is ultimately the responsibility of the respective exchange students to obtain the appropriate student visa in a timely manner. In order to comply with student visa regulations, exchange students from both PARTIES will be required to provide a written statement that able to meet the other financial costs not covered by the MOA.
12. Both PARTIES will guarantee to provide an orientation program for exchange students. The orientation program will include information on student services and local and university facilities available to all students.
13. Both PARTIES agree to support safe and positive studying environment, including assisting exchange students to find on-campus or university-affiliated housing.
14. Exchange students will be subject to the rules and regulations of the Host Institution during the period of exchange. Official transcripts will be sent to the student's Home Institution at the conclusion of each semester or the end of the academic year.
15. If exchange students withdraw before the end of the study period, the PARTIES agree that there will be no replacement for the students, neither any refund of their tuition fees; however both PARTIES agree to send the last transcript obtained by the said students.
16. Students from both PARTIES must have their course selection approved by their Home Institution. It shall be the sole responsibility of the Home Institution to decide how many credits each student may actually receive for courses taken at the Host Institution.

ARTICLE 3 PERIOD OF MOA

1. This MOA will come into effect upon signing and shall be considered to be in force and valid for a period of 5 (five) years.
2. This MOA shall be evaluated annually. The extension is subject to prior written consent of both PARTIES.
3. Either PARTY may terminate this MOA on written notice to the other PARTY by giving at least 6 (six) months advance notice of the desired date of termination. Said

Sign	
Sathyabama 	BINUS 

notice shall be deemed given if sent by facsimile or by registered mail or recognized overnight delivery service, postage pre-paid address to the other PARTY at the address given herein. Delivery will be deemed effective upon transmission by facsimile (with receipt acknowledgment) or 3 (three) days after deposit with the postal authorities or overnight delivery service.

4. In the event of termination, both PARTIES agree that the students who have commenced the program prior to the desired termination date may complete the course of study in accordance with the terms of this MOA.

ARTICLE 4 DISPUTE SETTLEMENT

Any difference or dispute between the PARTIES concerning the interpretation and/or implementation and/or application of any of the provisions of this MOA shall be settled amicably through mutual consultation and/or negotiations between the PARTIES.

ARTICLE 5 ADMINISTRATIVE RESPONSIBILITY

Sathyabama Institute Of Science & Technology and BINUS University will appoint coordinators for the cooperation as regulated on this MOA at their respective universities:

SATHYABAMA INSTITUTE OF SCIENCE & TECHNOLOGY

Attention : **Dr. T Sasipraba**

Address : **Rajiv Gandhi Road, Jeppiaar Nagar, Chennai – 600119, Tamilnadu, India**

Telephone : **+4424503065**

Facsimile : **+4424503814**

Email : **provc@sathyabama.ac.in**

BINUS UNIVERSITY

Attention : **Laily Alfa Citra – International Office Manager**

Address : **Jl. Kebon Jeruk Raya no. 27, Jakarta Barat 11530**

Telephone : **+621 5345830 ext 1321**

Facsimile : **+6221 5300244**

Email : **laily_ac@binus.edu**

ARTICLE 6 MISCELLANEOUS

1. This MOA shall be final and cover all consents and understanding between the PARTIES embodied in this MOA, and supersedes all other consents and understanding, which has been agreed by the PARTIES prior to the date of signing of this MOA, either written or oral.
2. Annexes to this MOA (if any) are parts that cannot be separated and have the same legal force and as binding as other provisions of this MOA.

Sign	
Sathyabama 	BINUS 

3. In the event of an inconsistency between the terms and conditions of the Annexes and MOA, the MOA shall prevail.
4. The PARTIES guarantee that the PARTIES are represented by the authorized persons indicated as signing this MOA.

IN WITNESS WHEREOF, the undersigned being duly authorised thereto, have signed this MOA.

For BINUS University

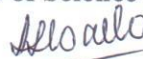


Name: **Karen Imam, MIB**

Designation: **Director, BINUS Global**

Date: *25th June 2018*

**For Sathyabama
Institute of Science & Technology**

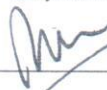


Name: **Dr. S Sundar Manoharan,**

Designation: **Vice Chancellor**

Date:



Sign	
Sathyabama 	BINUS 