



தமிழ்நாடு தமில்நாடு TAMIL NADU
16/12/2020 SathyaBhama

84AB 606672

T.S. NAGARAJAN
Stamp Vendor
License No. 17579/B7/95
High Court Campus
Chennai-104.

MEMORANDUM OF AGREEMENT

Between

SATHYABAMA INSTITUTE OF SCIENCE AND TECHNOLOGY

And

MADRAS FLYING CLUB AVIATION ACADEMY

As Memorandum of Agreement is entered into as of this 11th day of December 2020 between SATHYABAMA INSTITUTE OF SCIENCE AND TECHNOLOGY located at JEPPIAAR NAGAR, CHENNAI - 600119, Tamil Nadu, South India and MADRAS FLYING CLUB AVIATION ACADEMY(hereinafter referred to as MFCAA) having registered office at Madras Flying Club Building, located at Room no 3, Second floor, Terminal 3, Chennai International Airport, Meenambakkam, Chennai — 600 027. SATHYABAMA INSTITUTE OF SCIENCE AND TECHNOLOGY is represented by the Chancellor Dr. Mariazeena Johnson and the MFCAA is represented by Capt. Jacob Selvaraj, Authorised Signatory.

About SATHYABAMA INSTITUTE OF SCIENCE AND TECHNOLOGY

Sathyabama Institute of Science and Technology (deemed to be University) is one of South India's premier Academic and Research universities that offers multi-disciplinary academic programmes in various fields of Engineering, Science, Technology, Architecture, Law, Pharmacy, Dental, Nursing, Management and Arts. It is established under Sec.3 of UGC Act, 1956 and is been Accredited with 'A' Grade by the National Accreditation and Assessment council. The Institution is reaching newer heights under the dynamic leadership of Dr. Mariazeena Johnson, Chancellor and Dr. Marie Johnson, President, and has a team of outstanding faculty, innovative pedagogical practices and state of the art Research Facilities. Sathyabama has emerged as a leading institution and achieved excellence in higher education to the international standards through 23 Undergraduate Programmes, 37 Post graduation programmes, Research, Technology Incubation, Product innovation in Science and Technology.

About Madras Flying Club Aviation Academy:

Madras flying club was established in 1929 and one of the oldest flying club in the pre independent India imparting Pilot training, Aircraft Maintenance Engg., which has produced more than 1000 Pilots to the country and all are Piloting in India and abroad like Air India, Indigo, Go Air, Vistara, Air Asia, Singapore Airlines, Emirates, and Ethihad, Madras Flying Club Aviation Academy is its unit imparting various aviation academy courses like, B.Sc. (Aviation), B.Sc. (Hons) Aircraft Maintenance, MBA (Aviation), Post Graduate Diploma in Airlines Operation, Aircraft Maintenance Internship, Diploma courses in Assistant Flight Dispatcher, Air Hostess Training, Airport Ground Handling and Customer Service Agent Courses.

Facilities: -

The office and training centre is spread over an area of 10000 sqft inside the Chennai/ Trichy International airport. At the training centre they develop and manage the training process of our students to ensure the best quality training available in the country. At this facility they have an aptitude and skills assessment centre equipped with the most modern assessment tools where they assess the aptitude of aspiring pilots before they set out to invest in their career. They have at present two ergonomically designed classrooms with modern training tools. Training is conducted in a very structured manner for specialized domain, specific skills like ground handling Cargo, Aviation safety, fleet management and Para Aviation Academic Courses.

2. EDUCATION PROGRAMMES

a) **Having identified** the need for Aviation courses for the industry to become sustainable and competitive at the global level, MFCAA offers various Education programmes for Graduates, PG Courses and Diplomas in order to fill the skill gap in the Aviation industry by providing competent and knowledgeable human resources. b) In order to enable the students for better career options in Aviation, MFCAA expressed their interest and co-operations with SATHYABAMA INSTITUTE OF SCIENCE AND TECHNOLOGY to utilize MFCAA's domain expertise in Aviation industry. With an intention to serve the industry with knowledge human resources, MFCAA expressed their willingness to function as the Knowledge partner by extending academic support as detailed here under, in this MoA.

2.1 APPROACH TO PROGRAMME DESIGN

- The subjects are focused on various functional aspects of Aviation
- At the end of the program students will be able to prepare for roles in Aviation areas related to
 - Aircraft Operations
 - Air hostess.
 - Ticketing Management.
 - Customer care official.
 - Traffic Regulation.
 - Cargo Management.
 - Ground Operations.
 - Aircraft Maintenance

3. OBJECTIVES

- a. To Jointly endeavor academic support for the following Diploma course in Cabin crew and Hospitality Management, Diploma Course in Airport Ground Handling Management, Diploma Course in Flight Operations Management, Course on Airlines Customer service Executive, Aircraft Maintenance Engineering (Internship for one month) offered by MFCAA and SATHYABAMA INSTITUTE OF SCIENCE AND TECHNOLOGY.
- b. To collaborate for various activities to enrich the skill of the students
- c. To cooperate mutually for the successful conduct of the above courses offered by SATHYABAMA INSTITUTE OF SCIENCE AND TECHNOLOGY, enabling the students to complete the course during the validity of this MoA.

4. ACTIVITIES IN DETAIL

- a. To share the domain knowledge and extend all possible academia.
- b. Designing and developing curriculum for the courses given under the course schedule along with MFCAA.
- c. Prescribing admission norms, eligibility criteria and evaluation parameters and reviewing periodically
- d. Conducting classes, giving assignments. Organizing examinations and evaluations for all relevant courses
- e. Project guidance, evaluation and final certification

5. EXCLUSIVE RESPONSIBILITIES OF MFCAA

- a) MFCAA will be the knowledge partner for the Diploma course in Cabin crew and Hospitality Management, Diploma Course in Airport Ground Handling Management, Diploma Course in Flight Operations Management, Course on Airlines Customer service Executive.
- b) Curriculum and evaluation: One nominee of MFCAA shall be included in the board of studies meant for Aviation courses in the formulation of the syllabus.
- c) MFCAA will provide the faculty resources, course materials/CD and ease studies for the above courses.
- d) Two sets of soft copies of question papers for the above courses will be developed and given to SATHYABAMA INSTITUTE OF SCIENCE AND TECHNOLOGY for printing during every examination.
- e) Industrial visit to Airport related establishments will be organized by MFCAA.
- f) All the practical trainings and technical lectures will be handled by faculty belonging to MFCAA.
- g) Students will be taken to Trichi/Chennai international Airport for gaining field experience for a minimum period of one month.
- h) The classes will be handled for the courses by MFCAA

6. EXCLUSIVE RESPONSIBILITIES OF SATHYABAMA INSTITUTE OF SCIENCE AND TECHNOLOGY

- a) SATHYABAMA INSTITUTE OF SCIENCE AND TECHNOLOGY will be the certifying body for Diploma course in Cabin crew and Hospitality Management, Diploma Course in Airport Ground Handling Management, Diploma Course in Flight Operations Management, Course on Airlines Customer service Executive
- b) Getting necessary approvals from appropriate government authorities shall be the joint responsibility of SATHYABAMA INSTITUTE OF SCIENCE AND TECHNOLOGY, MFCAA.
- c) All activities related to admissions to this programme are solely under the purview of SATHYABAMA INSTITUTE OF SCIENCE AND TECHNOLOGY.
- d) SATHYABAMA INSTITUTE OF SCIENCE AND TECHNOLOGY is free to charge any amount of course fee, examination fee and any other related fee from the students as they deem appropriate.
- e) All classes and examinations and project guidance will be organized by SATHYABAMA INSTITUTE OF SCIENCE AND TECHNOLOGY in their premises.
- f) Curriculum and evaluation for all other courses will be governed and organized by SATHYABAMA INSTITUTE OF SCIENCE AND TECHNOLOGY(as indicated in the course schedule).
- g) Printing of question papers, supply of answer sheet and invigilation during examinations for all courses will be undertaken by SATHYABAMA INSTITUTE OF SCIENCE AND TECHNOLOGY.

7. USAGE OF MFCAA NAME AND LOGO

MFCAA functions only as the knowledge partner and extend academic support for specialized courses related to Aviation industries. Accordingly, MFCAA's name and logo can be used only in the following documents pertaining only to Aviation courses, with specific mention as Knowledge Partner below the MFCAA's name and logo:

- a. Prospectus and brochures for admissions
- b. Web pages wherever this program is publicized
- c. Any type of promotional material
- d. Any other document, including press release

8. PROFESSIONAL CHARGES

SATHYABAMA INSTITUTE OF SCIENCE AND TECHNOLOGY shall pay professional charges as mentioned in Annexure — A and this has been mutually agreed.

9. VALID DURATION

Initially this MOA shall be effective from the date of signing by authorized authorities of both parties and is valid for three academic years. i.e. 2020-2023. Subsequently this MoA shall be renewed for every batch under terms and conditions to be agreed upon at that time.

10. Renewal

The MOA shall be renewed after three years from the date of signing by authorized representatives of both parties, under mutually agreed revised terms and conditions through a renewal application.

11. Amendments

Any of the clauses / articles contained here in this MOA shall be amended with mutual written and specific consent of both the parties.

This MOA shall be terminated by either party by giving six months notice to the other so as to have effect of concluding this agreement by the end of the subsequent semester, enabling the current students to complete the subsequent semester.

The amendment, termination and expiration of this MOA will not affect the terms of activities ongoing at the time of notification of amendment, termination, and expiration unless otherwise agreed upon between the parties.

13. Jurisdiction

Any difference or disagreement or misunderstanding between the parties arising during the operation of this agreement shall be attempted to be settled by mutual discussions and clarifications. In case of any dispute the judicial jurisdiction is limited to Madras High courts.

14. Contact Persons

Concerned program Coordinator, SATHYABAMA INSTITUTE OF SCIENCE AND TECHNOLOGY and the Head of Education of MFCAA shall be the contact persons who will be coordinating the implementation of this MOA during its validity.

15. Agreement subject to legal regulations.

This MOA shall have effect subject to compliance with all legal statutes and Regulations and Rules applicable to the activities envisaged under this MOA.

16. Indemnity

Both parties agree that they shall indemnify and keep indemnified the other for any default negligence in their mutual obligations to the other or for any non-compliance with any statutory requirement whereby loss or damage is caused to the other.

17. Arbitration

In the event of any difference or dispute arising out of this agreement between the parties which cannot be resolved through mutual negotiations the same shall be referred for arbitration to a Sole Arbitrator whose decision thereon shall be final and binding on the parties. The provisions of Arbitration and Conciliation Act, 1996, shall be applicable. This MOA is prepared in two identical copies with each party holds one original copy duly signed by the authorized representatives.

Signed at Chennai on this 11th day of December 2020, for and on behalf of

MADRAS FLYING CLUB AVIATION ACADEMY

ANNEXURE —A

FEE STRUCTURE

COURSE NAME	DURATION	FEES PER COURSE
Diploma in CABIN CREW & HOSPITALITY MANAGEMENT	6 months	Rs. 25000/Student
Diploma in AIRPORT GROUND HANDLING MANAGEMENT	6 months	Rs. 25000/Student
Diploma in FLIGHT OPERATION MANAGEMENT	6 months	Rs.25000/Student
Course on Airlines Customer Service Executive	6 Months	Rs. 25000/Student
Aircraft Maintenance Engineering – INTERNSHIP (120 hours)	One month	Rs.15000/student

The Amount may be transferred to
 Madras Flying Club Aviation Academy,
 Bank : State Bank of India
 Account No :38410996343
 IFSC Code : SBIN0003351
 Branch : Nanganallur Branch

S. Me
 11/12/20
Dr.T.SASIPRABA

Vice Chancellor

Sathyabama Institute of Science and Technology

Dr. T. SASIPRABA, M.E., Ph.D.,
VICE CHANCELLOR
SATHYABAMA
INSTITUTE OF SCIENCE AND TECHNOLOGY
(DEEMED TO BE UNIVERSITY)
 Jeppiaar Nagar, Rajiv Gandhi Salai,
 Chennai – 600 119.

Witness

1. Dr.G.SUNDARI

Director - Admin

Sathyabama Institute of Science and
 Technology

2. Dr.P.Boomadevi

Head, Dept. of Aero

Sathyabama Institute of Science and
 Technology

For MADRAS FLYING CLUB AVIATION ACADEMY

Chy

Authorised Signatory

Capt. JACOB SELVARAJ

Authorised Signatory

MFC Aviation Academy



1. P. ANGELINE JABAVATHY

MANAGER(HR),

MFC Aviation Academy

2. E. DHANAPAL

MANAGER (OPERATIONS),

MFC Aviation Academy

Details of students Attended Diploma in Airport Ground Handling Management
2020-2021

S.No	Reg.NO	Student Name
1	3626005	Calvin A Raja
2	3626001	Ajith Kumar F
3	3626006	Dhanush Kumar
4	38260028	Neeraja Medim
5	38260022	Majeela Riona R
6	39090043	Ramanan A
7	39260023	Priyadarshini Dash
8	39260008	Jatin Gajjar



SATHYABAMA INSTITUTE OF SCIENCE AND TECHNOLOGY
IN ASSOCIATION WITH
MADRAS FLYING CLUB AVIATION ACADEMY



MARK SHEET

Name of the Candidate JATIN GAJJAR	Course Name Diploma in Airport Ground Handling Management
Registration Number 39260008	Date of Birth 18/12/2001



Subject Name	Max Marks.	Marks Obtained	Marks in Words
GENERAL AVIATION	100	89	Eighty Nine
AIRPORT OPERATIONS	100	91	Ninety One
AVIATION SAFETY & EMERGENCY PROCEDURE	100	92	Ninety Two
RAMP SAFETY & DANGEROUS GOODS HANDLING	100	97	Ninety Seven
BASIC CARGO INTRODUCTION		95	Ninety Five

Grand Total 464
In Words Four Hundred Sixty Four

Month and Year of Examination	No. of Subjects Offered	Result	Percentage	Grade
June / 2021	5	Pass	92.8 %	A+

90% to 100% - A+; 80% to 90% - A; 70% to 80% - B+; 60% to 70% - B; 50% to 60% - C; 40% to 50% - D; 35% to 40% - E; Below 35% - F

Date of Issue:

Year of Passing: 2021

SIGNATURE OF CANDIDATE
(With Date)

DIRECTOR / AUTHORIZED
SIGNATORY
SATHYABAMA
INSTITUTE OF SCIENCE AND TECHNOLOGY

CEO & AUTHORIZED
SIGNATORY
MADRAS FLYING CLUB
AVIATION ACADEMY



SATHYABAMA INSTITUTE OF SCIENCE AND TECHNOLOGY
(DEEMED TO BE UNIVERSITY)



IN ASSOCIATION WITH
MADRAS FLYING CLUB AVIATION ACADEMY

CERTIFICATE OF COMPLETION

This certificate is awarded to

MR. JATIN GAJJAR

For successfully completing the course on

DIPLOMA IN AIRPORT & GROUND HANDLING MANAGEMENT

FROM FEBRUARY 2021

TO AUGUST 2021

03.09.2021

DATE

[Signature]

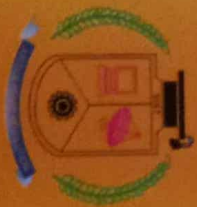
DIRECTOR / AUTHORIZED
SIGNATORY
SATHYABAMA

INSTITUTE OF SCIENCE AND TECHNOLOGY



[Signature]

CEO & AUTHORIZED
SIGNATORY
MADRAS FLYING CLUB
AVIATION ACADEMY



SATHYABAMA INSTITUTE OF SCIENCE AND TECHNOLOGY
(DEEMED TO BE UNIVERSITY)

IN ASSOCIATION WITH

MADRAS FLYING CLUB AVIATION ACADEMY



CERTIFICATE OF COMPLETION

This certificate is awarded to

MISS. PRIYADARSHINI DASH

For successfully completing the course on

DIPLOMA IN AIRPORT GROUND HANDLING MANAGEMENT

FROM FEBRUARY 2021

TO AUGUST 2021

DATE

03.09.2021

DIRECTOR / AUTHORIZED

SIGNATORY

SATHYABAMA

INSTITUTE OF SCIENCE AND TECHNOLOGY



CEO & AUTHORIZED

SIGNATORY

MADRAS FLYING CLUB

AVIATION ACADEMY



SATHYABAMA INSTITUTE OF SCIENCE AND TECHNOLOGY
IN ASSOCIATION WITH
MADRAS FLYING CLUB AVIATION ACADEMY



MARK SHEET

Name of the Candidate PRIYADARSHINI DASH	Course Name Diploma in Airport Ground Handling Management
Registration Number 39260023	Date of Birth 02/02/2001



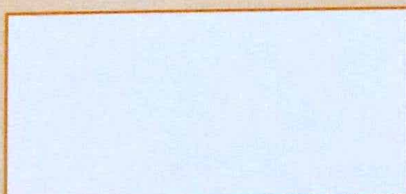
Subject Name	Max Marks.	Marks Obtained	Marks in Words
GENERAL AVIATION	100	93	Ninety Three
AIRPORT OPERATIONS	100	92	Ninety Two
AVIATION SAFETY & EMERGENCY PROCEDURE	100	90	Ninety
RAMP SAFETY & DANGEROUS GOODS HANDLING	100	93	Ninety Three
BASIC CARGO INTRODUCTION	100	85	Eighty Five
Grand Total In Words	453 Four Hundred Fifty Three		

Month and Year of Examination	No. of Subjects Offered	Result	Percentage	Grade
June / 2021	5	Pass	90.6 %	A+

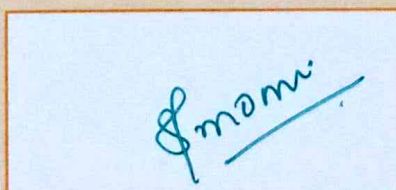
90% to 100% - A+; 80% to 90% - A; 70% to 80% - B+; 60% to 70% - B; 50% to 60% - C; 40% to 50% - D; 35% to 40% - E; Below 35% - F

Date of Issue:

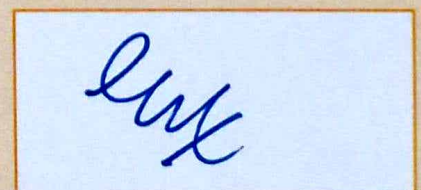
Year of Passing: 2021



SIGNATURE OF CANDIDATE
(With Date)



DIRECTOR / AUTHORIZED
SIGNATORY
SATHYABAMA
INSTITUTE OF SCIENCE AND TECHNOLOGY



CEO & AUTHORIZED
SIGNATORY
MADRAS FLYING CLUB
AVIATION ACADEMY