



**GURU KASHI
UNIVERSITY**
PUNJAB - INDIA

POLICY FOR MEMORANDUM OF UNDERSTANDING AND MEMORANDUM OF ACADEMIC SUPPORT/ ASSOCIATION (MOAS/MOAA)

Preamble

The Memorandum of Understanding (MoU) between two or more Universities/HEIs/Industries/Research Institutions is to create avenues for collaborative efforts that will meaningfully contribute towards academic and research activities in the university. The MoU is mutually beneficial to promote collaborative studies, research and training activities, and other educational exchanges of mutual interest.

The MoU can be chosen to be legally binding which contains a general agreement between the participating institutions and covers the broad objectives to be mutually accomplished. The MOU can also be legally non-binding where participants may not be legally bound to comply with it but mere confirmation that participants will act on good faith in pursuit of the set targets. Further, even in case of MoUs which are legally non-binding, participants may choose to have the obligations on confidentiality as binding since they may be sharing sensitive and confidential information with the other parties in order to enable them to carry out further investigations or due diligence before finalising all the details of the set targets.

The participating institutions may include government or private educational/research institutions, government or private companies/ industries/ Societies, NGOs etc.

Essentials for Entering MoU with the University

- MoU shall be on mutually acceptable terms to all the participating institutions.
- MoU should clearly indicate the mutual benefits to the participants.
- In case of financial and/or legal binding clauses, MoU should be discussed with the relevant statutory bodies or competent authority or legal advisors of the university.
- For entering MoU with international bodies, guidelines of the Government of India should be strictly followed.

- For undergoing MoU with government agencies, it is required to get approval of the competent authority for adopting their standard terms and conditions.
- For renewal of MoU, a proposal containing detailed report of achievements of previous duration of the MoU, and justification for renewal should be approved by the competent authority.

The MoU can be broadly classified into following different types:

1. MoU with academic/research institutions (government as well as private)
2. MoU with various Ministries/Departments of Government of India/ State Governments.
3. MoU with industrial partners.
4. MoU with International bodies/Foreign Institutions.

Contents of MoU Document

The MoU should clearly state the following aspects:

- Details of parties involved
- The contact details of all relevant parties
- The context of the agreement
- The duration of MoU
- The broad purpose of the agreement
- Expected mutual benefits
- Details of Financial implications, if any
- Intellectual Property Rights involved, if any.
- Arbitration clause/Jurisdiction clause

Format for MoU

- Introduction of Participants should specify the parties of MoU and their details.
- Purpose of Agreement should clearly state the mutual benefits of MoU.
- Scope of Activities should be defined very clearly including the financial implications, if any.
- Duration of MoU should be for a period of maximum 5 years, and can be renewed after 5 years with mutual consent of the parties.
- Signing authority shall be the Registrar.
- Force Majeure terms and conditions should be stated clearly.
- Arbitration clause should be specified.
- Space for signature of parties of MoU i.e registrar of the university.