



SIENA COLLEGE OF PROFESSIONAL STUDIES

(Affiliated to Mahatma Gandhi University, Kottayam, Kerala)

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MEMORANDUM OF UNDERSTANDING

(MOU)

POLICY

MEMORANDUM OF UNDERSTANDING (MoU) POLICY

Introduction

Siena College of Professional Studies, Edakochi is working with tremendous efforts to bring up their students to the utmost heights as a brilliant professional in their future life. The committed vision to transform a student through professional education to enlighten the society, the college authority adapted the policy of academic collaboration where different colleges engage in a collaborative learning atmosphere that involves students of different colleges work together on activities forming groups ensuring everyone participates in separate assignments contributing to a common overall outcome or to work together on a shared task. The understandings between the colleges for the academic collaboration got approved after going through a certain round of meetings between the Principals and HOD's concerned, thereafter enter into a non-legal agreement document known as the 'Memorandum of Understanding' which holds great importance in Law.

Procedure in MoU

- Discussions regarding the collaboration with colleges and to the academic subjects that to be included will be well settled and approved by the HOD, Principal and Management prior to the execution of the MoU.
- The decisions and conditions derived for the academic collaboration will be entered in the general body meeting minute's book.
- The MoU should be aimed and drafted only for the activities of the research/ faculty exchange/ student exchange/internship/on-the-job training.
- The MoU entered should be for a period of one year or more.
- At least one activity should be conducted during the existence of the said MoU.
- The draft copy of the MoU should be discussed with the concerned college authorities supposed to collaborate to obtain the consensus on the agreement (MoU)

Merits Of MoU

- MoU indicates the mutual understanding showing a joint will or line of action between the parties/colleges for the execution of the academic collaboration.
- MoU is an imminent contract between two parties showing familiar outlines agreed by both parties for the up gradation of their student's quality through academic collaboration.
- MoU generally avoids any future disputes between the colleges supposed to systematic academic collaboration.
- MoU consists of the duties and expectations of the parties involved in the process of academic collaboration.
- MoU allows both the parties involved to express their goals and expectations clearly.

Ingredients of MoU

- Name with full details of all the parties entered in MoU.
- Date on when MoU become functional and expiry.
- Consent of all the Parties in the form of signatures.
- Working nature Of MoU.