

Student Exchange Agreement

Between

Indian Institute of Technology Madras, Chennai, India

and

Annexure 1

1. Students under the student exchange programme will be classified as special exchange students. Special exchange students will be permitted to take courses on credit / audit, as well as participate in research activities / project work.
2. In any case, the consent of the teacher / project supervisors / research supervisors is required. Such consent will take into account among other things whether the student has pre-requisites for the course / project.
3. The Host Institution of students enrolled in this exchange program shall not levy tuition fees. Home Institution may continue to levy fees as applicable.
4. Course credits and grades earned will be determined by the home institution based on the grade report from the host institution.
5. Each institution will accept up to _ students each year.
6. Participants may not spend more than one year normally in the exchange programme.
7. Participants will be subjected to the rules and regulations of the host institution, in addition to specific rules and regulations, if any, of the host country regarding foreign students studying in the host country.

Selection and nomination

The selection and nomination of students is open throughout the academic year. The student nomination should be accompanied by:

- Curriculum vitae.
- Statement of aptitude from a member of the student's school / faculty.
- A specific outline of the programme of study at the host institution and a statement of objectives of the student.

When a nomination is forwarded by the home institution, it is presumed that the sending institution considers the student suitable for the proposed program and consents to send the student if selected by the host institution.

The host institution will evaluate the nomination and determine their suitability for selection under the Student Exchange Program.

Where the exchange student is pursuing a research or implementation project as part of the B.Tech, M.Tech, M.A., MBA, M.S., M.Sc. or PhD (or equivalent) degree programme, the host institution will provide a suitable faculty member to jointly assist (along with the supervisor in the parent institution) the exchange student in formulating research project or jointly supervising the exchange student in the event that a research project has already been identified.

IITM shall provide a monthly stipend to visiting MS/Ph.D scholars under the Exchange Programme, sufficient to cover living expenses on campus.

The host institution will inform the home institution of any academic or other problems that may arise during the period of student's residence in the host institution. The host institution will take appropriate action under its established policy and procedures, in consultation with the home institution to deal with such problems.

Annexure 2

1. Proposals for collaborative research work under this Memorandum will be submitted with the prior approval of the Head of each institution, or his / her nominee.
2. Each institution will nominate one of its members as its representative in charge of the cooperative program. Individual programs of work under this Memorandum will be jointly planned and conducted by the nominees of both parties.

Nominee from the Partner University:

Nominee from IIT Madras:

3. Progress of work of any individual program will be reviewed and approved by designated authorities of both parties.
4. The final approval of any project will depend on the availability of guaranteed support funds.
5. Neither(**Name of the Partner University**) nor Indian Institute of Technology Madras will be held responsible for any liability to the other party, and neither party shall be required to purchase any insurance against loss or damage to any property due to activities to which this agreement relates.

Every collaboration will have its own agreement / contract which addresses issues such as IPR, funding pattern, disclosure of information etc.
