

Memorandum of Understanding (MoU)

Between

Agra College, Agra

and

(Party Name)
Central Library, Dr. B.R.A. Univ, Agra.

The MoU is made on the Central Library, Dr. B.R.A. University, Agra at Agra, between Agra College, Agra, which is officially represented by the Principal, Agra College, Agra and includes his successor in office, legal representative, nominee and assignee (here and after referred to as "the college").

And

Party/Partner represented by its Director/Manager/Representative.

Whereas

Central Library, Dr. B.R.A. University, Agra

The skill-partner, in collaboration with the Agra College, Agra, shall be implementing the Vocational Course/Programme (Name of Course) to provide theoretical and practical training relating to skill development, to provide internship and make efforts for possible placement of the students as per the guidelines of the National Education Policy-2020. Accordingly, the course is prepared. The teaching-learning structure is developed by the college in consultation with the skill partner. Subsequently, it has been passed by the appropriate bodies of the Dr. Bhimrao Ambedkar University, Agra.

Objectives

- To deliver vocational training towards developing expertise in the students on the skill area under the domain of the course so that they become self-employed/Skill oriented professionally trained.
- Enhancing the skills of students/aspirants through internship and practical training.

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Scope :

The programme is to deliver vocational training, through offline mode in the college campus, to the first-semester graduate students of B.A/B.Sc./B.Com. by the skill-partner and produce the skilled manpower for specific purpose.

Scope :

The course is structured/prepared by faculty of Agra College/A faculty of University, with the help of a skill partner, according to UGC/NSQF guidelines. The different bodies of the university have approved it (e.g. Board of Studies (BoS), Academic Council, Executive Council etc.) This course is listed in vocational courses uploaded on the Dr. Bhimrao Ambedkar University website.

Duration :

One Semester, 15 weeks: The course duration is 75 hours, for which 15 hrs (1 credit) is assigned to the theory classes and 60 hrs (2 credits) for practical /lab work.

Course Structure: The vocational course would consist of teaching theory and imparting skill/training/internship/lab work with a ratio of 40:60, i.e. 40% as theory and 60% as practical training.

Fee :

The fee for the above vocational course shall be Rs. 250 per student that shall be one time chargeable for the whole semester. It will be charged and collected by the college from enrolled students at the beginning of the semester/year and disburse to the experts as per norms/guidelines according to UP Government G.O. 3/2015/4656/सोलह-1-2015-176/98 दिनांक 07 दिसम्बर, 2015 (यथासंशोधित).

Batch Size :

Batch size shall be decided on the basis of resources available with the college and the skill partner jointly and with mutual consultation. Normally it will set for approximately 100 students or as per availability.

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Course Credit :

Training Category	Credits	Hours of teaching
Theory	1	15
Practical Training	2	60
Total	3	75

Note: **Practical :** 1 Credit = 30 hours of training/Practical work

Theory : 1 Credit = 15 hours of teaching

Time-Table:

The vocational course will run either in zero period or after the college schedule. The partner can avail the premises even in holidays in consultation with college.

Examination :

Theory : (1 Credit) : Examination and evaluation will be conducted by the college/Partner jointly.

Training /Internship : (2 Credit) :

Examination and evaluation will be conducted by the Skill Partner based on the students performance during training/internship or based on written examination.

Role of the College :

- (i) The College shall provide the available infrastructure & basic amenities such as electricity. Water etc. suitable and ready for delivering the vocational programme.
- (ii) The college shall nominate a coordinator for smooth conduct of the course and proper operation of MoU.

Role of the Skill Partner :

- (i) The skill partner shall utilize its strength to align with skill development programmes and initiatives to meet the course's objectives. It shall

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accordingly deliver programmes within the stipulated period or duration of the course and meet the overall scope of MoU.

- (ii) The quality delivery is the responsibility of the skill partner for which the skill partner would have to engage the required staff and the faculty as per the requirement of the course and meet the terms and conditions of the MoU.
- (iii) The skill partner shall ensure that the course material confirm to the prescribed syllabus.
- (iv) The skill partner shall be responsible for submitting records of the students for their performance on the training and internship period and shall also submit name, roll number wise marks/grades on a marks-foil-format in the office of the college within a week from completion of the course or the end of the semester.
- (v) The skill partner shall try and explore the possibilities where students are supported with a stipend during their internship period to enable them to meet the expenses on the fee they have paid to enroll themselves for the vocational programme.

Joint Responsibilities :

- (i) A vocational course certificate shall be issued to all such students, at the end of the semester and after declaration of result, who successfully complete the course with a joint signature of the college Principal and an authorized signatory from the skill partner.
- (ii) Teaching and training as per the college timetable.
- (iii) Examination, evaluation and timely submission of marks in the office to the college and college is liable for uploading the marks on the website.

Duration and Termination of Agreement :

1. MoU shall be effective from the date of signing and shall remain in force for one year or two semesters till the completing of the course.
2. The MoU shall be renewed for next semester until & unless discontinued by either party.



3. The college shall have the right to terminate the agreement for non-performance of the skill partner, based on detailed reviews.
4. In case the Skill Partner intends to terminate the contract, it shall communicate with the college in one month advance and in addition, it shall meet all its obligations for the running or announced batches.
5. It shall be the obligation of the skill partner to complete the vocational course of one semester (six months) after signing in or entering the above contract. It will be binding on the skill partner to complete the vocational course once the students have registered and the course work has begun.
6. The skill partner shall not terminate the services during the conduct of the course.

Confidentiality :

The college agrees and confirms that all Intellectual Training Material shall at all times vest in and remain with and belong to the skill partner and cannot be used for at least two years from the date of termination/completion of this contract. Furthermore, the college shall not be liable for any suit on account of demands for infringement of copyright etc. by the skill partner.

General Provisions:

- (i) Both the parties have full power and authority to enter into this MoU and take any action to execute any documents required by the terms hereof; and that this MoU entered into has been duly and validly executed and delivered, and is a legal, valid and binding obligation of, enforceable in accordance with the terms hereof; and that the executants of this MoU are duly empowered and authorized to execute this MoU and to perform all its obligations in accordance with the terms herein.
- (ii) The Skill Partner shall strictly follow the College norms, rules and regulations for conducting the programme and maintain the college's high standards.

- (iii) Both parties shall promote the arrangement and course through respective websites.

Steering Committee :

The MoU Provisions for constitution of a steering committee with the following constitution to operate the agreement quite meaningfully and successfully:

Skill Development Committee			
Sr.No.	Post/Position/Responsibility	Nomination	Holder
1	Chairman	College Principal	Dr. Anurag Shukla
2	Coordinator	Convener of Vocational Courses Implementation & Monitoring Cell	Dr. Deepa Rawat
3	Authorized Signatory	Nominated by the Skill Partner	Dr. R. K. K...

Note : The quorum of the steering committee meeting shall be the Chairman plus TWO members. The functions of the steering committee shall be:

- (i) To oversee the planning and meaningful execution of the agreement.
- (ii) To suggest and approve amendments in MoU, if required.
- (iii) To handle the issues of dispute and the directions give by the committee to resolve the dispute will be final before moving to the court.

Arbitration :

In the event of a dispute between the skill partner and the college arising out of, or relating to this Agreement, its interpretation or performance hereunder, the parties shall exert their best efforts to resolve the dispute amicably through negotiations.

In case of any disagreement and dispute and the parties fail to resolve the issue mutually, the college Principal shall be an arbitrator. He/she shall settle the issue/issues as per the Indian Arbitration Act.

(Handwritten signature)

Further, if the parties fail to resolve the dispute, the matter shall be reported to the affiliating University.

Signature on Behalf of the College

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Signature on Behalf of the Skill Partner

Dr. Krishna Kumar Kesharwari
Assistant Professor Library
Central Library
Dr. B.R. Ambedkar University, Agra (U.P.)