MEMORANDUM FOR EXTENSION OF AGREEMENT OF ACADEMIC EXCHANGE BETWEEN THE INDIAN INSTITUTE OF TECHNOLOGY BOMBAY AND **BOĞAZİÇİ UNIVERSITY**

WHEREAS The Agreement between the parties expired on April 2015, WHEREAS Indian Institute of Technology Bombay (IIT) and (partner institute), desire to extend the term of the said Agreement through mutual discussion as provided for in the original MoU;

The parties hereby agree to renew the Agreement for a further period of Five (5) years. This renewal will come into effect on the date of the last signature and be valid for 5 years from that date.

Prof. Taner Bilgiç Vice Provost

Boğaziçi University

Lain Dusane

Prof. Rajiv Dusane Dean International Relations Indian Institute of Technology Bombay

DATE: Jan. 27th, 2016

STUDENTS AND SCHOLARS EXCHANGE PROGRAM AGREEMENT (SSEPA) BETWEEN INDIAN INSTITUTE OF TECHNOLOGY BOMBAY AND BOGAZICI UNIVERSITY

Indian Institute of Technology Bombay, Mumbai, India ("IITB") and Bogazici University, Istanbul, Turkey ("BU") wishing to have cooperative relations and promote the enrichment of their education and research programs, agree to develop a relationship in accordance with the terms and conditions set forth in this Students and Scholars Exchange Program Agreement ("SSEPA"), which is entered as of this 10th of March 2010.

I. SCOPE OF COOPERATION

The areas of cooperation include, subject to mutual written consent, any program offered at either university that both IITB and BU agree would be feasible and would contribute to the fostering and development of the cooperative relationship between the two universities.

II. STUDENT EXCHANGES

- A. Definitions: In this SSEPA, "exchange students" shall mean students participating in the exchange implemented under the terms and conditions of this document; "home institution" shall mean the university from which the student intends to graduate; "host institution" shall mean the university that has agreed to receive the exchange students from the home institution; "academic year" shall mean the fall and the spring semesters. Exchange students may be full time undergraduate or graduate students registered at the host institution to engage in course work or a combination of research and course work
- **B. Duration:** A maximum of two (2) students will participate in the exchange between the Universities in each academic year. Two exchange students enrolling for one semester of study is equivalent to one exchange student enrolling for one academic year of study. The Exchange Programme aims for parity in the number of students exchanged over the term of the Agreement. If either university is unable to send the students for one semester of study in any year during the Term of the Agreement, then that university will be eligible to send additional exchange students, equal to the deficit, in the following year during the Term of the Agreement.

Unless otherwise agreed in writing, the student exchanges shall conform to the academic calendar of both institutions. In the event of any conflict, academic calendar of the host institution shall prevail.

C. Point of Contact: Each party shall appoint a program coordinator to be the point of contact with the other and with the visiting exchange students. It will be the responsibility of the program coordinator to advise the exchange students or designate an appropriate academic advisor, to oversee the exchange students' progress, and to assist them in their interactions with

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non-academic officials. This official will also maintain contact with home institution students studying at the host institution, and will be responsible for discussions leading to updates or other amendments to this SSEPA the Dean of International Relations at IITB and the Coordinator of International Relations at BU will serve as program coordinators. Each institution agrees that information regarding an exchange student shall be made available to the parties hereto, and to the exchange student, and not to any third party.

- **D.** Length of Stay: Upon completion of the approved academic program at the host institution, the exchange students must return to the home institution, unless both cooperating universities approve the extension of stay. The purpose of each student exchange is to enable IITB students to study as non-degree students at BU and BU students to study as non-degree students at IITB with immediate effect. Participation in an exchange under this SSEPA carries no expectation of subsequent transfer to the regular degree programs of the host institution.
- E. Rules and Regulations: During the period of participation in the exchange program, all exchange students will abide by the policies, rules, and regulations in effect at the host institution and the host country. Exchange students whose academic work or behavior is deemed not suitable may be terminated from participation in the exchange program by mutual consent of the program directors for both institutions. Notwithstanding the foregoing, in instances where the program director for either institution determines that an exchange student's termination is necessary for reasons of health or safety, that program director may act unilaterally to remove the exchange student in question from the exchange program. In such instances, the other program director will be notified promptly of the termination and the reason(s) for it.
- **F.** Health Insurance: To be eligible to participate in the program, all students must purchase the medical insurance required by the host institution preferably prior to arrival at the host country. The costs of any health insurance required, as well as any medical expenses not covered by such insurance, shall be the personal responsibility of the students.
- G. Passports and Visas: Each year, BU will submit to IITB the names and all required documents of participating students four months prior to the beginning of the exchange program, and IITB will send to BU a letter of acceptance or otherwise for each student at least two months prior to the beginning of the exchange program. Each year, IITB will submit to BU the application and required documents for IITB students participating in the exchange program at least four months prior to the beginning of the program, and if accepted, BU will submit to IITB all necessary documents that may be required for visa application of each accepted student at least two months prior to the beginning of the exchange program.
- H. Responsibilities of the Host Institution: The host institution will assist exchange students with orientation, registration, visa related matters, transportation, housing, meals, and campus life and activities, as needed. The host institution will register the exchange students and will provide information and advice on course schedules. The host institution will assist the exchange students to obtain appropriate housing in accordance with paragraph K below. At the end of the study period, the host institution will issue an official transcript of the student's academic work. If requested, the host institution will provide to the home

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institution, information on host institution's procedures and method of determining the grades of students in the Exchange Program.

I. Selection of participants: Undergraduate students in their final or prefinal year, and graduate students enrolled at the home institution for at least one semester will be eligible for the exchange. Students, both undergraduate and graduate, are eligible to participate if English is their first language or the medium of instruction. The home institution will screen the applications and will send to the host institution, the applications of those students who are deemed academically qualified to successfully complete the nominated subjects at the host institution, for as many exchange students or visiting scholars as have been allocated places for the following academic year. The host institution will make final determinations on the admissibility of each student nominated for the exchange.

The host institution retains the right to refuse any applicant if the applicant does not fulfil the minimum requirements of the host institution and those specific to the College/Department to which application is made. The host institution reserves the right to exclude students from restricted enrolment programs.

Completed application forms must be submitted by the host institution's established deadline. Both institutions will provide application packages and up- to-date information for applicants. If requirements are revised, the host institution must inform the other institution promptly in writing.

- J. Finances: All travel and living expenses, including airfare, meals, administrative, health care, books and any costs for processing visas, will be borne by the exchange student. This financial arrangement may be varied by mutual written agreement of the home and host institutions, thus allowing for greater flexibility in the number of participants. Students will pay tuition only at their home institution. During the term of this SSEPA, the host institution agrees to waive all tuition and registration fees for the exchange student. Furthermore, an orientation program at the beginning and one original copy of transcript at the end of the exchange program will be provided by the host institution at no cost to the student. The parties agree that a reasonable fee to cover the use of non academic facilities may apply if relevant.
- **K.** Accommodation: The host institution will provide free, furnished, on-campus housing to the exchange students. At both institutions the exchange students will be housed at one the dorms/hostels that are administered by the respective University/Institute.
- L. Course Selection, Counseling and Advising: The students participating in the exchange program will have the right to choose their courses from the regular courses offered in the relevant semester by the host institution as appropriate provided that such students will be subject to fulfillment of the prerequisite and quota restrictions which are applicable for all students of the host institution. Each host institution shall provide academic advising and counseling services to the visiting exchange students during their participation to the exchange program at the host institution.

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III. RESEARCH

Exchange students desiring to combine course work and research at the host institution will submit their request at the time of application. The program director at the home institution will assist the student in identifying appropriate research groups at the host institution. The program director at the host institution will place students in research groups, depending on availability and eligibility. These students will receive credit for their research and will receive an official transcript from the host institution, if there is a provision for crediting such research projects at the host institution.

Advanced undergraduate or graduate students interested in conducting only research at the host institution, without taking courses, will apply to participate in the program and will be placed in appropriate research groups by their advisors and program directors at IITB and BU, depending on availability. These students will be known as Visiting Research Scholars and count as exchange students. For each BU student enrolled as a visiting research scholar at IITB, an IITB student will be able to enroll at BU as a visiting research scholar, and a parity will be maintained in the number of visiting research scholars.

IV. RENEWAL, TERMINATION AND AMENDMENT

For Indian Institute of Technology Bombay

This SSEPA shall take effect on the Effective Date and shall remain in effect till the expiry of the original MoU, or a period of five years, whichever is earlier.

Either party may terminate this SSEPA on written notice to the other party received at least six months in advance of the desired date of termination.

Both institutions will be responsible for regularly reviewing the Exchange Program at least every two years. The review is essential in order to make appropriate and mutually agreed modifications as may be required and to identify new opportunities for co-operation in scholarship and research.

The SSEPA may be extended or amended only by mutual written consent of the two institutions. Such amendments, once approved in writing by both institutions, will become part of this SSEPA.

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Devang Khakhar, Director	Kadri Özçaldıran, Rector	
Date: March, 10, ,2010	Date:	, 2010

IN WITNESS WHEREOF, the parties hereto have offered their authorized signatures below:

For Boğazici University