

**COOPERATION PROTOCOL  
BETWEEN  
INDIAN INSTITUTE OF TECHNOLOGY BOMBAY  
(INDIA)  
AND  
SABANCI UNIVERSITY  
(TURKEY)**

This Cooperation Protocol ("CP") is executed by and between IIT Bombay ("IITB") and Sabancı University, İstanbul ("SU").

**PART 1  
AREAS OF COOPERATION**

With the aim of improving the internationalisation of academic education and of their respective academic programs IITB and SU agrees to cooperate in the following activities:

1. Exchange of students
2. Exchange of faculty members
3. Joint curriculum development and joint degree programs
4. Joint research activities
5. Exchange of academic materials and other information
6. Special short-term academic programs

**PART 2  
EXCHANGE OF STUDENTS**

Qualified upper division and graduate students from each institution may apply to the other institution for the purpose of pursuing an approved course of instruction extending over one semester or one academic year. It is understood that each institution will nominate for the exchange, students of high scholarship, maturity and promise. The Host Institution will reserve the right of making final judgements on the admissibility of each student nominated for exchange.

1. Each institution will send up to 4 exchange students beginning with the 2017-2018 academic year unless this number is changed by mutual consent of the two parties. The liaison officers of the two institutions will review the program annually to determine any imbalance in the number of exchange students, and adjust the number of students the following year if necessary, to maintain a reasonable balance in the exchange.
2. Exchange students may apply to any academic program offered at the Host Institution at a level determined by the Host Institution.
3. Students participating in an exchange will pay tuition at their home institution. No tuition fee will be required of exchange students at the host institution. Exchange students will be responsible for all other expenses.
4. Exchange students will be subject, during their stay, to the general academic regulations of the host institution.
5. Each institution will award credits according to performance and academic results. Both institutions agree to a "transfer of credits" of the grades and course credits earned by their students while at the other institution.
6. Each institution will provide appropriate counseling and support for students while at the host institution.

### **PART 3 EXCHANGE OF FACULTY**

1. Faculty members from the two institutions may apply to spend an academic year, semester or a shorter period at the other institution serving as a visiting member of the teaching faculty or research staff to undertake assigned duties as a visiting faculty member at undergraduate and graduate level.
2. This exchange would not impose any financial obligation upon the host institution.
3. The exchange faculty member would be provided with proper academic status at the host institution, research facilities and other assistance necessary for his/her conducting research in good conditions.

### **PART 4 OTHER ACTIVITIES**

Faculties may cooperate in research, curriculum development, joint degree, and short-term academic activities whereby students, faculty and/or staff of both Faculties of each institution will jointly work. The implementation of these activities will be developed mutually and will be subject to additional protocols. The two institutions will encourage their academic staff to strengthen the cooperation in these areas.


### **PART 5 DURATION**

This protocol will gain validity upon being signed by the legal representatives of both parties and shall be effective for 5 years. Where the Protocol continues to be active, the two institutions agree to review it after five years from the date hereof. It may be terminated at any time by mutual consent or by six (6) months' notice in writing by either party.


Should on-going collaborative activities be affected by termination, the parties undertake to resolve any issue amicably by mutual agreement.

This Cooperation Protocol is not intended to create binding or legal obligations on either party. Both parties must agree upon the specific terms of any inter-institution initiative relative to this agreement in written or electronic record correspondence at least three months prior to the initiation of a particular program or activity in order for the said initiative to proceed. Intellectual properties generated under this Cooperation Protocol shall be governed by the IPR policies of respective institutions.

Both parties understand that all financial arrangements will have to be negotiated and will depend on the availability of funds.

  
Sabancı University  
Prof. Dr. Sondan Durukanoğlu Feyiz  
Vice President

Date: 29/03/2017

  
Prof. Devang Khakhar  
Director  
Indian Institute of Technology Bombay

Date: 17/4/17



**STUDENTS AND SCHOLARS Exchange Program Agreement (SSEPA)**  
**BETWEEN**  
**Indian Institute of Technology Bombay**  
**AND**  
**Sabancı University**

Indian Institute of Technology Bombay, Mumbai, India (“IITB”) and Sabancı University (SU) 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 29<sup>th</sup> of March 2017.

**I. SCOPE OF COOPERATION**

The areas of cooperation include, subject to mutual written consent, any program offered at either university that both IITB and SU 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; and “host institution” shall mean the university that has agreed to receive the exchange students from the home institution. 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 Program 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.

**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 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 Manager of International Exchange and Partnerships at SU 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.

**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, SU 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 SU 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 SU 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, SU will submit to IITB the required visa documents for each 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. At the end of the study period, the host institution will issue an official transcript of the student's academic work.

**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. The home department will screen applicants and will send to the host institution the applications 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, and any costs for processing visas, will be borne by the exchange student. This financial arrangement may be varied by mutual 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.

**K.Accommodation :** The host institution will provide free on-campus housing to the exchange students.

### **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. 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 SU, depending on availability. These students will be known as Visiting Research Scholars and count as exchange students. For each SU student enrolled as a visiting research scholar at IITB, an IITB student will be able to enroll at SU as a visiting research scholar, and a parity will be maintained in the number of visiting research scholars.

#### IV. RENEWAL, TERMINATION AND AMENDMENT

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

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.


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

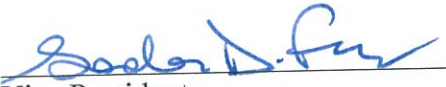
For Indian Institute of Technology Bombay

For Sabancı University

Prof. Devang Khakhar

Prof. Dr. Sönder Durukanoglu Feyiz

  
\_\_\_\_\_  
Director

  
\_\_\_\_\_  
Vice President

Date: 17 April, 2017

Date: 29 / 03 /, 2017