



MEMORANDUM OF UNDERSTANDING (MoU)

BETWEEN

**UNIVERSITY OF PETRA, AMMAN JORDAN
(UOP)**

AND

.....

**Controlled
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**MEMORANDUM OF UNDERSTANDING
(MoU)
FOR
ACADEMIC EXCHANGE AND COOPERATION
BETWEEN
UNIVERSITY OF PETRA (UOP), AMMAN
JORDAN
AND**

.....

Whereas University of Petra, an Accredited Jordanian Higher Education Institution, (hereinafter referred to as UOP) and the, an, (hereinafter referred to as) are linked by common academic and cultural interests; and

Whereas these two institutions wish to enable cooperation and exchange in all academic areas of mutual interest; and

Whereas these two institutions wish to expand the basis for friendship and educational exchange between Jordan and the

THE PARTIES, UOP and HAVE REACHED AN UNDERSTANDING as follows:

**ARTICLE I
AREAS OF COOPERATION**

The purposes of this MoU include, but are not limited to, the following:

1. The development of collaborative teaching and research projects.
2. The organization of joint academic and scientific activities, such as courses, conferences, seminars, symposia or lectures.
3. The exchange of research and teaching personnel.
4. The exchange of publications and other materials of common interest, **such as**
5. The exchange of students.

Cooperative projects under this MoU may include any of the academic disciplines represented at either of the two institutions.

ARTICLE II
LETTER OF AGREEMENTS AND IMPLEMENTATION

In order to carry out and fulfill the aims of this MoU, UOP and ... will appoint an appropriate person at each of their campuses to coordinate the development and conduct of joint activities. Through these contact persons, either institution may initiate proposals for activities under this MoU. Specific details of any activity will be set forth in a Letter of Agreement, which, upon signing by appropriate authorities at both universities, and approved pursuant to Article IV, will become an integral part of this MoU. **Letters of Agreement** will include such items as:

1. Elaboration of the responsibilities of each institution for the agreed-upon activity.
2. Schedules for the specific activities.
3. Budgets and sources of financing of each activity.
4. Any other items necessary for the smooth and efficient conduct of the activity.

The contact persons will additionally be responsible for the evaluation of activities under this MoU according to the practices of their respective institutions. Letters of Agreement will be approved at each institution according to the normal procedures governing the types of activities proposed therein.

ARTICLE III
COORDINATORS' RESPONSIBILITIES

Each institution shall designate a coordinator to oversee and facilitate the implementation of this MoU. The coordinators, working with other appropriate administrators at the respective universities, shall have the following responsibilities:

1. To promote academic collaboration at both Universities, graduate and undergraduate student levels for research and study.
2. To act as principal contacts for individual and group activities and to plan and coordinate all activities within their institutions as well as with the partner institution.
3. To facilitate cooperation for the purpose of funding of doctoral students to study in the and initiate short-term training of Administrative personnel in
4. To exchange information about faculties, facilities, research, publications, library materials and educational resources of the other institution; and
5. To meet periodically to review and evaluate past activities and to work out new ideas for future cooperative agreements.

ARTICLE IV
MoU AS PARENT DOCUMENT FOR PROGRAM AGREEMENTS

This general MEMORANDUM OF UNDERSTANDING shall be identified as the parent document of any program agreement executed between the parties. Further letters of agreement concerning any program shall provide details concerning the specific commitments made by each party and shall not become effective until they have been reduced to writing and executed by the duly authorized representatives of the parties. The scope of the activities under this MoU shall be determined by the funds regularly available at

both institutions for the types of collaboration undertaken and by financial assistance as maybe obtained by either institution from external sources.

**ARTICLE V
FINANCIAL ARRANGEMENTS**

Except as maybe stipulated in any specific program agreement, each institution shall be responsible for expenses incurred by its employees under this MoU.

**ARTICLE VI
ENTRY INTO EFFECT AND DURATION**

Upon approval by each institution, this MoU shall remain in effect for a period of **five (5)** years unless terminated earlier by either institution. Such termination by one institution shall be effected by giving the other institution at least **ninety (90) days** advance written notice of its intention to terminate. Termination shall be without **penalty**. If this MoU is terminated, neither nor OUP shall be liable to the other for any monetary **or** other losses which may result.

The following authorized individuals have signed the present MoU on behalf of their respective institutions:

Signed for and on behalf of

Signed for and on behalf of

University of Petra

Date: _____

Date: _____

Address:

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Amman 11196, Jordan
Tel.: +962 6 5715546 2019
E-mail: