

MEMORANDUM OF UNDERSTANDING

Between

CHITKARA UNIVERSITY

Corporate office, SCO 160 -161, Sector 9 C, Chandigarh – 160009, Chandigarh
INDIA

And

Institut Polytechnique des Sciences Avancées (IPSA)

63 Boulevard de Brandebourg, 94200 Ivry-sur-Seine
FRANCE

Chitkara University and IPSA, wishing to enhance relations between the two institutions and to develop academic and cultural exchanges in the areas of education, research, and other activities, agree to cooperate and work together.

The areas of cooperation will include any program offered at either institution, which is felt to be desirable and feasible for the development and strengthening of cooperative relationships between the above institutions. However, all programs shall be subject to mutual consent, availability of funding, and written approval of each institution. Such programs include:

- a) Exchange of students
- b) Exchange of faculty members
- c) Development of special programs and/or internships
- d) Joint research programs
- e) Joint cultural programs
- f) Joint degree programs
- g) Joint conferences and workshops

Details of specific cooperative programs shall be set forth in a separate document and will contain both academic and financial arrangements.

This agreement shall be effective upon approval by both parties and shall remain in effect for five years. It may be extended by mutual agreement expressed by a written memorandum of understanding. Either of the Institution may terminate this MOU by giving 6 months prior written notice. Such termination shall not affect the rights of anybody exchanged under this agreement prior to receipt of such notice.



On behalf of IPSA

On behalf of CHITKARA UNIVERSITY

Date: 6 June 2021
Designation: Francis POLLET, General Director

Date: May 6, 2021
Designation: Dr. Ashok K. Chitkara, Chancellor

Signature:



INSTITUT POLYTECHNIQUE
DES SCIENCES AVANCÉES

Signature:



Students Exchange Program

Between

IPSA

63 Boulevard de Brandebourg

94200 Ivry-sur-Seine

FRANCE

+33 (0) 1 84 07 15 15

Presented by Francis Pollet, General Director,

On the one hand

And

Chitkara University

Corporate Office, SCO 160 -161, Sector 9 – C, Chandigarh - 160009

+91 172 469 1800

Presented by Dr. Ashok K. Chitkara, Chancellor

On the other hand

has agreed as follows:

Chitkara University and IPSA desiring both to enhance their educative processes and to increase mutual understanding, development, and friendship by the establishment of a student exchange program, agree as follows:

1. Objective:

This exchange program is conceived as a special international exchange program for both students from IPSA and students from Chitkara University to open their mind to crosscultural issues and diversity in education through a collaborative effort between two institutions.

2. Volume of exchange per year:

In any one year during the term of the agreement **6 students** from each university may be enrolled as full-time non-degree students at the other University for a period of one semester. Students participating in this program will continue as candidates for the degree of their home university. For any reason, exchange students can also opt for a 1 to 2 months lab internship instead of a full semester in case of subject availability upon application time.

1-2 graduate students could be also appointed each year by each institution to spend his/her final year in the Chitkara University; that would lead to further cooperation towards a double degree agreement.

3. Selection process:

The program is open to undergraduate and graduate students. Participating students will be selected by the home university generally on the basis of academic merit and motivation for the destination. Each university can access to the detailed program of the other one.

4. Courses opened to exchange:

Chitkara University and IPSA will check the English level of its students to match the level required by the host institution. Chitkara University and IPSA students will thus be able to take courses regularly offered at the host university when they are taught in English. For example, at IPSA English courses will be open as follows:

- Spring semester: 2nd semester 4th year taught in English (Master level)
- Fall semester: 1st semester 5th year taught in English (Master level)

Students from Chitkara University will be encouraged to enrol IPSA at the graduate level if they want to attend courses in English.

IPSA students usually having to spend their 4th year 1st semester abroad, they should enrol Chitkara University, either at the undergraduate level (4th year) or at the graduate level (1st year), depending on the academic offer of the partner, its prerequisites and the possible matching with IPSA's syllabus.

Each exchange student will sign a learning agreement, approved by both sending and hosting institutions.

5. Assessment process during the exchange period at the host institution:

Each institution will assess the incoming students in accordance with its own process and criteria. In case of failure, host institution will have to propose some resetting exams to the exchange student before he/she leaves the country. Assessment will take into account continuous exams.

At IPSA, each course is graded on a scale from 1 to 20, with 16-20 being outstanding/honours (très bien), 14-15.9 (good), 12-13.9 Quite good (assez bien) 10-11.9 Passable (pass) 8-9.9 Correct (passing) and 5-7,0 Sufficient (suffisant).

Plus, ECTS grade is applied to each module at the end of the academic year according to the ECTS grading scale as defined in the European Credit Transfer and Accumulation System (ECTS) framework by the European Commission :

Grade next/ best

- A = 10% outstanding performance with only minor errors
- B = 25% above the average standard but with some errors
- C = 30% generally sound work with a number of notable errors
- D = 25% fair but with significant shortcomings
- E = 10% performance meets the minimum criteria
- F/ FX = Fail – some more work required before the credit can be awarded

Credits

- 1 full academic year= 60 credits
- 1 semester = 30 credits

At Chitkara University, assignment and evaluation are as follows:

Grading Key as per regulatory guidelines			
Marks Range	Grade	Grade Point	Qualitative Meaning
80 -100	O	10	Outstanding
70-79	A+	9	Excellent
60-69	A	8	Very Good

55-59	B+	7	Good
50-54	B	6	Above Average
45-49	C	5	Average
40-44	P	4	Pass
0-39	F	0	Fail
	Ab	0	Absent

6. Rules and regulations:

Both Chitkara University and IPSA students will enjoy the same rights and privileges and be subject to the same regulations and discipline as students at the host university. The universities will provide each other with adequate information on the performance of participating students and each university will nominate a member of staff to coordinate the program.

Both institutions agree that any incidental fees assessed against participating students under this agreement shall not be greater than those normally paid by students of the host university. Neither university shall make any charge for tuition, application or administrative purposes under this agreement.

7. Accommodation, visa, transportation and health insurance:

Both institutions agree that if residence hall or other suitable accommodation is available, it will be at a cost no greater than that normally charged to the host university's students. The payment of such housing together with the payment for all travel, medical insurance, social security and subsistence costs shall be the responsibility of the individual students participating in the program and neither university shall be held liable for such charges. Students selected shall satisfy the home university that they have adequate funds for transportation to and from the host university and for subsistence during their enrolment at the host university.

Students will receive assistance from the welcoming institution in locating suitable dormitory-style accommodation. The cost of accommodation, including food, is the sole responsibility of the student.

Each student is responsible for his/her own international transportation cost and is expected to be in possession of the suitable visa if required. Welcoming institution will edit an invitation letter if needed for any student visa.

Welcoming institution will inform its partner in case of specific mandatory health insurance: for instance in France, non EU students enrolling for more than 2 months in a French institution have to subscribe the student health insurance whose free.

8. The agreement will commence after signature of both parties and continue thereafter for five years subject to revision or modification by mutual agreement. The universities will confer concerning the renewal of this agreement at least six months prior to its expiration.

On behalf of IPSA

On behalf of Chitkara University

Date: le 4 mai 2021
Designation: Francis POLLET, General Director

Date: May 6, 2021
Designation: Dr. Ashok K. Chitkara, Chancellor
Ashok K Chitkara
Signature:

Signature:

