

## **Agreement on Partnership and Co-operation**

**Between**

**SCMS-COCHIN**

**SCMS group of Educational Institutions**

**Cochin/India**

**And**

**Hochschule Ravensburg-Weingarten (HRW)**

**Germany**

**SCMS-Cochin of the SCMS group** of Educational Institutions Cochin/India (in the following denoted as SCMS-Cochin) and **Hochschule Ravensburg-Weingarten/Germany** (in the following denoted as HRW) agree to the following terms:

### **1. DEFINITIONS**

In this agreement, unless otherwise stipulated, HOME institution shall mean the institution at which faculty and students intend to teach/graduate. HOST institution shall mean the Institution that has agreed to receive faculty and staff from the HOME institution.

Unless otherwise stipulated, the academic year of SCMS-Cochin means three terms spread between July and April. Likewise, regarding HRW, the academic year means two semesters October to February and March to September.

### **2. PURPOSE**

The objective of this agreement is to establish special relations and cooperation between the two institutions in order to enrich the understanding of the culture of the two countries concerned. This agreement is to make possible and to institute the exchange of undergraduate and graduate students as well as faculty between the institutions on a continuing basis.

The purpose of exchange of faculty members is to promote collaborative research, internationalise the curricula and to further mutual understanding.

The purpose of the student exchange will be to enable students to take units (classes) but not to study for a full period of the degree at the HOST institution. Units passed at the HOST institution will normally be accepted for credit towards the degree of the candidate's HOME institution for which he or she is enrolled. It will be the responsibility of each participant in

the Students Exchange Program to obtain official approval from his or her own institution for units taken at the HOST institution.

### **3. NUMBERS**

#### ***Faculty Exchange:***

Subject to the teaching schedule, SCMS-Cochin will send up to 2 (two) faculty members in each academic year and HRW will send up to 2 (two) faculty members during the duration of the agreement unless amended by mutual agreement. The faculty on exchange will have to essentially teach at least one full course, meeting the total number of contact hours as prescribed by the HOST institution. Both the institutions agree that they will make every effort to schedule the class sessions in such a way as to minimize the stay of the faculty on exchange at their campus. However, each institution will ensure that such rescheduling of class sessions will in no way lead to compressing the course or reduce the minimum prescribed contact hours.

In principle, the exchange of faculty will occur on a one-for-one basis. The number may vary in a given year, but over a fixed period of five years, the total number of faculty participants shall be balanced.

#### ***Student exchange:***

Subject to the availability of suitable candidates SCMS Cochin will send up to 5 (five) students in each academic year and HRW will send up to 5 (five) students in each academic year during the duration of the agreement unless amended by mutual agreement. The period of study will be for one or two trimesters at SCMS Cochin or one or two semesters at HRW. The duration of a period of exchange would normally be up to one year.

In principle the exchange of students will occur on a one-for-one basis. The number may vary in a given year, but over a fixed period of five years, the total number of student participating shall be balanced.

#### ***Organizing International Study weeks***

Both the institutions agree to accept the terms from each other on international study weeks for a maximum duration of two weeks.

### **4. SELECTION OF STUDENTS**

The HOME institution will screen applications from its student body for exchange. The program is available for graduate students who have completed at least one third of the requirements of the graduate program.

Each institution will send the other, completed applications for their students sixteen weeks before the beginning of the entry semester or term. The exchange students may apply to any academic program offered at the respective HOST institution.

The HOST institution will reserve the right to make final judgement of the eligibility of each student nominated. The HOST Institution also retains the right to assess a student candidate's language proficiency (if applicable) or previous academic background before admitting that student to any one course. This may have the net effect of restricting the range of courses at the HOST institution, open to the visiting guest student. All exchange students shall abide by the rules and regulations of the HOST institution.

#### **5. RESPONSIBILITIES OF THE TWO INSTITUTIONS**

SCMS Cochin and HRW agree to accept exchange students from each other and enroll them as full-time "not-for-degree" students for the regular semesters of the academic year. Each institution will provide the necessary counseling and assistance to the exchange students.

#### **6. FINANCIAL RESPONSIBILITIES OF THE TWO INSTITUTIONS**

##### ***Student Exchange:***

Each HRW-student studying at SCMS-Cochin will be provided, without further cost, with:

- Tuition
- Orientation
- Reports and statement of results (transcript)

Each SCMS Cochin student studying at HRW will be provided, without further cost, with:

- Tuition
- Orientation
- Reports and statement of results (transcript)

##### ***Faculty Exchange:***

The financial details of faculty procedures will be as detailed below:

- SCMS Cochin agrees to meet the cost of economy class ticket by the shortest route to Cochin, India for the exchange faculty from HRW
- SCMS Cochin will meet the cost of local transport of the visiting faculty from HRW during their stay at Cochin
- SCMS Cochin will provide accommodation and food to visiting faculty from HRW at its guest house located on campus during their stay at Cochin. However, if the visiting faculty decides to make any alternative arrangement for accommodation elsewhere it will be at their cost.

- SCMS Cochin and HRW will, in addition to all the above and as it is the practice in similar exchange arrangements with other international institutions, pay each visiting faculty for every full credit course taught by them amounts mutually agreed by the two institutions

The participating institutions shall not be responsible for any private arrangements made by participating staff members concerning exchange of accommodation and vehicles. It is not anticipated that spouses or dependents will accompany a faculty member. Where such arrangement is planned it is understood that additional expenses are the responsibility of the faculty member.

## **7. FINANCIAL RESPONSIBILITY OF EXCHANGE STUDENTS**

Each student participating in the exchange program shall meet the full costs related to:

- Travel to and from India and Germany and vice versa as the case may be
- Books and stationery
- Travel documents and visa
- Living and subsistence expenses as an exchange student
- Application or related fees for participating in the program as may be charged by the HOME institution
- The cost of health and/or medical insurance at the HOST institution and the HOST country

The HOME institution shall satisfy itself that the nominated student has met the financial conditions stipulated before granting acceptance.

The HOST institution shall render all assistance to the student in seeking accommodation within reasonable distance of the campus

Where a student spends more than one semester or term at a HOST institution by enrolling in parts of two academic years, the student must have the funds to cover living and subsistence costs over the summer and/or winter break.

## **8. SCMS WATER INSTITUTE**

As a project of collaborative research the

### **SCMS Water Institute (SWI)**

has been founded in February 2012 at SCMS Cochin, at the beginning under the name "Centre of Sustainable Water Technology and Management"

The objectives of SWI are the following:

- developing water and wastewater technologies including reuse of water and recycling of valuable components

- finetuning given technologies for local conditions
- framing water policies
- performing environmental impact assessments and water audits
- offering water related capacity building on all levels
- taking up demand driven initiatives on a consultancy basis

Students and staff of both institutions being the main actors to meet these objectives, these activities of the SWI are included into the agreement.

The details of the structure and organization of SWI, both on side of SCMS group and on side of HRW, have been developed in the last years and will be improved further.

The fact of this cooperation between the two institutions can be used by both institutions in their external communication.

For student or staff exchange within common projects of the two institutions under the SWI scheme, each institution will cover the costs for travelling and the expenses of living of its own members. There will be no financial transfer between the institutions for establishing the necessary infrastructure of the institute.

## **9. TERMS OF AGREEMENT AND AMENDMENT**

This agreement shall remain in force for a period of **5 (five) years from 10<sup>th</sup> December 2015** with the understanding that it may be revised, terminated or suspended pending availability of places by either party giving six months written notice to the other party and in a manner that the student(s) participating in the exchange scheme is in no way adversely affected.

Either party may terminate the Agreement at any time during the term by the provision of six months written notice to the other party.

## **10. GENERAL**

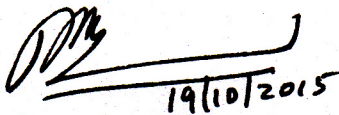
SCMS Cochin and HRW shall undertake all the measures as are seen reasonable to give maximum effect to this exchange program. Such actions will include the exchange of academic handbooks, newsletters and promotion material.

SCMS Cochin and HRW will be responsible for regular review of the exchange program on a yearly basis. The review is essential to make appropriate and mutually agreed modifications as may be required, and to identify new opportunities of cooperation in scholarship and research.

## 11. SIGNATURES

This agreement constitutes the entire agreement between the parties. There are no understandings, agreements, or representations, oral or written, not specified herein regarding this agreement. No amendments, consent, or waiver of terms of this agreement shall bind either party unless writing and signed by all parties. Any such amendment, consent, or waiver shall be effective only in the specific instance and for the specific purpose given. SCMS Cochin and HRW by signature of their authorized representatives below, acknowledge having read and understood the agreement and agree to be bound by these terms and conditions.

For and on behalf of SCMS Cochin




Prof. Pramod Thevanoor  
Vice-Chairman

Date:

Witness

For and on behalf of Hochschule Ravensburg-Weingarten



Prof. Dr. Michael Pfeffer  
Vice Rector Research and International Relations

Witness: Prof. Dr. Johannes Fritsch  
International Coordinator  
Energy and Environmental Engineering

## **UNIVERSITY OF APPLIED SCIENCES RAVENSBURG-Weingarten, Germany**

SCMS Water Institute (SWI) at SSET has Memorandum of Understanding with University of Applied Sciences, Ravensburg-Weingarten in order to develop SWI into a Centre for Excellence in water within the coming few years. A project named “Establishment of a Centre of Competence on Water and Waste Water” has been sanctioned by Württemberg-Stiftung, Stuttgart, Germany for this purpose.

This project includes:

- Joint research on different mechanisms on membrane separation named Low Energy Electro dialysis, Forward Osmosis, Effluent Water Treatment etc.
- Faculty and Student Exchange
- Strengthening of the M. Tech Environmental engineering course at SSET.
- Institutional strengthening
- Automation in water treatment.

SCMS Group has various collaborations with this university since 2010. SCMS Water Institute itself is fruit of this collaboration initiative. Two visionaries namely, Prof Dr Johannes Fritch of University of applied sciences, Ravensberg- Weingarten, Germany and late Prof Dr. Pradeep P Thevannor, then Vice Chairman of SCMS Group were the key persons initiated this collaborative mission. As per the MoU between these two institutions, joint research, student and faculty exchange, institutional strengthening etc are the main aims of this technical collaboration.



Prof Pramod P Thevanoor, Vice Chairman of SCMS Group, in the presence of Honourable Mr Jorn Rhode, Consul General of Germany in Bengaluru, and Shri. K M Chandrasekhar IAS (Retd), Vice Chairman, Kerala State Planning Board signing the MoU with Prof. Dr. Michael Pfeffer, Vice Rector, University of Applied Science, Ravensburg-Weingarten on October 19, 2015

Aleena James, Ashly Mary Mammen and Neenu Georgina Johnson (2013 admission) of M. Tech Environmental Engineering at SSET had been at University of Applied Sciences Ravensburg-Weingarten, Germany, as part of the student exchange programme between University of Applied Science Ravensburg-Weingarten and SSET during November – December 2014.



Approved by

**HOD**