Memorandum of Understanding
Apeejay School of Management, New Delhi, INDIA
and
EM Normandie, Caen, Le Havre, Deauville, France
(E.M Normandie – Normandy Business School)

Apeejay School of Management and Ecole de Management de Normandie wishing to reinforce their cooperative relations and to develop further academic and cultural interchanges between the two institutions through mutual assistance in the areas of education and research, agree as follows:

Part I – Scope of the Cooperation
The areas for potential cooperation include, subject to mutual consent, programmes offered at either institution which both sides feel contribute to the development of cooperative relationships between the two institutions.

Part II – General Areas of Cooperation
Assistance shall be carried out, subject to availability of funds and approval by Apeejay School of Management and by EM Normandie through activities or programmes relating to business education of the following types:

1. Short-term exchange of students (1 session)
2. Double degree agreement (1+1) at Master/PGDM Level
3. Faculty exchange, joint research and training/ conference
4. Recruitment of young graduates from APEEJAY School of Management into a Passerelle World’s Business School (e.g. EM Normandie)

Part III – Implementation
The terms of co-operation and the necessary budget for each programme and activity implemented under the terms of this agreement shall be mutually discussed and agreed upon in writing by both parties prior to the initiation of any specific programme or activity. Financial aspects shall be negotiated on an annual basis.

Part IV – Renewal, Termination and Amendment
This agreement shall remain in force for a period of five (5) years from the date of the last signature. It may be terminated upon the written notice of either party with the understanding that any existing commitments to students or faculty will be honored. One year prior notice is requested in the event of termination of the agreement.

This agreement may be amended by the exchange of letters between the two institutions. Such amendments, once approved by both institutions, will become part of this Memorandum of Agreement. The present agreement is signed in two (2) copies, each of them in English.

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

For Apeejay School of Management
Alok SAKLANI
Director

For Ecole de Management de Normandie
Jean-Guy BERNARD
General Director

Witness
Alain Ouvrieu
Director of International Development

Date: Feb. 15, 2011

Place: New Delhi (India)
Memorandum of Understanding

Apeejay School of Management, New Delhi, INDIA
and
EM Normandie, Caen, Le Havre, Deauville, France
(E.M Normandie – Normandy Business School)

ADDENDUM
To the Memorandum of UNDERSTANDING

Between
Apeejay School of Management
India

and

EM Normandie
Ecole de Management de Normandie – Normandy Business School
France

Short term Exchange of students (1 semester)

The parties to this addendum have executed a Memo of Understanding (MOU) dated February 15, 2011 (hereinafter referred to as the Principal MOU) interalia providing for short term student exchange programmes between the two institutes.

Both the Institutes have discussed and agreed to undertake short term students exchange programme between the two institutes on the following agreed terms and conditions:

From APEEJAY to EM Normandie

Undergraduate and/or Postgraduate students nominated by APEEJAY will be hosted in the relevant programme at EM Normandie, for one study semester. They may elect to take courses taught either in French or English or, when possible both.

Nominated students will need to complete successfully 30 academic ECTS credits for the said semester at Normandy in France.

EM Normandie to APEEJAY

In exchange, Master level students from EM Normandie will be hosted in the relevant programme at APEEJAY for one study semester also.

Nominated students will need to complete successfully 6 to 8 courses in the relevant semester/tri-mester at Apeejay in Delhi/India per term.
1. Requirements:

All the nominated students must have and/or shall obtain at their own costs and expenses appropriate visa from the respective country besides meeting current admission rules applicable to foreign students with regard to immunisation requirements, insurance requirements etc. and should have sufficient funds and/or financial means including for lodging and boarding etc. during the tenure of their study at the host institute. Both the institutes may however provide students such documents as may be required to facilitate grant of visa by the respective country.

All the nominated students, must be regular student of the home institution and shall be required to pay, in advance, the requisite Tuition fees and/or any other fee/charges of the home institution for the tenure of the semester to the home institution/University in order to be registered at the said institution/university.

2. Numbers, balance and advance warning

The number of students exchanged for the one semester study stays will be up to 5 both ways, totalling a maximum of 10 students per year.

Balance in exchanges will be a commonly sought-after goal; however this may be achieved in various ways and at all events, reviewed after a period of 2 years.

In case either institution wishes to terminate this agreement under Part IV section 1 of the original Agreement, those students already recruited would be allowed to benefit from the schemes itemised above.

3. Accommodation and travelling expenses etc.

All costs and expenses including accommodation, meals, transport, health insurance, library card, student association, etc. shall be met/paid for and/or borne by the student concerned exclusively.

Both institutions may however provide guidance and/or counselling to the exchange students, who will generally be considered as students of the host university/institution during their stay in the host country.

For Apeejay School of Management
Dr. Alok SAKLANI
Director

For Ecole de Management de Normandie
Jean-Guy BERNARD
General Director

Witness
Alain OUVRIEU
Director of International Development

Date: 30/11/15, 2011