



ਪੰਜਾਬ ਕੇਂਦਰੀਯ ਵਿਸ਼ਵਵਿਦਯਾਲਯ/ਪੰਜਾਬ ਕੇਂਦਰੀ ਯੂਨੀਵਰਸਿਟੀ
Central University of Punjab

A Central University established by an Act of Parliament

Policy for Memorandum of Academic Support/Association (MoAS/MoAA)

PREAMBLE

The primary objective of a Memorandum of Academic Support/Association (MoAS/MoAA) between two or more collaborative parties (Individual Faculty Members and Departments) of different Universities/HEIs/Industries/Research Institutions is to create synergy and ensure cooperation in the field of education, research and development. A MoAS/MoAA is beneficial mutually for entering into joint collaborations (joint publications shall be exempted) and exchange of expertise of mutual interest.

MoAS/MoAA is agreed upon between two individual faculty members, laboratories and/or departments at least one of which is part of Central University of Punjab upon receiving consent from the competent authority.

The policy is legally non-binding. Nonetheless it shall be fundamental in operation of MoAS/MoAA. The participants shall act in good faith in pursuit of the targets. However, the participants may reach a mutual consent to protect Intellectual Property Rights enabling them to carry out further investigations or due diligence before finalising all the details of the set targets.

For MoAS/MoAA with the Central University of Punjab (CUP), the participants may include individuals, government or private educational/research institutions, government or private companies/industries/Societies, NGOs etc

Essentials for entering MoAS/MoAA with CUP:

- MoAS/MoAA shall be on mutually agreed terms to all the participants.
- In case of MoAS/MoAA with an individual, the participant must be competent to enter into a contract.
- MoAS/MoAA should clearly indicate the mutual benefits of the participants.
- For undergoing MoAS/MoAA with government agencies, it is required to get approval of the competent authority for adopting their standard terms and conditions.
- For renewal of MoAS/MoAA, a proposal containing detailed report of achievements of previous duration, and justification for renewal should be approved by the competent authority.
- There shall be no financial liability on university for entering into MoAS/MoAA.

The MoAS/MoAA can be broadly classified into following different types:

1. MoAS/MoAA with academic/research institutions (government/NGOs/private)
2. MoAS/MoAA with industrial partners or individuals therein.

Note: For collaboration with international bodies/NGOs, MoU shall be preferred

Contents of MoAS/MoAA Document

An MoAS/MoAA should clearly state the following aspects:

- Details of parties involved
- The contact details of all relevant parties
- The context of the Memorandum
- The duration of Memorandum
- The broad purpose of the Memorandum
- Expected mutual benefits
- Intellectual Property Rights involved, if any

Format for MoAS/MoAA:

- **Article I - Introduction of Participants** should specify the parties entering MoAS/MoAA and their details.
- **Article II - Purpose of Agreement** should clearly state the mutual benefits of MoAS/MoAA.
- **Article III - Scope of Activities** should be defined very clearly including the financial implications, if any.
- **Article IV – Duration of MoAS/MoAA** should be for a period of maximum 3 years, and can be renewed after 3 years with mutual consent of the parties.
- **Article V - Competent Authority** means Head of the Institution.
- **Article VI - Force Majeure** terms and conditions should be stated clearly.
- **Article VIII – Signature of parties** of MoAS/MoAA. Parties involved here may be individual or Head of the Department after due approval of the competent authority.

The individuals/departments will submit a duly signed copy of the MoAS/MoAA in the office of the Dean Academics, who shall be responsible for monitoring of the Memorandums.

For any query, please contact:
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