

# X University India Study Tour Program Summer 2009

## Memorandum of Understanding

This Memorandum of Understanding (“MOU”) dated (-----) between **The International Center for Management and India Studies** (“ICMIS”) located at # 49 Gubbi Cross, Bangalore-Bagalur Road, Kothanur, Bangalore 560077, INDIA and **X University**, ... (address) ..., and attests to the following:

**X University** intends to undertake a 14-day Study Tour Program in, India, to be sited and run in cooperation with ICMIS, commencing on \_\_\_\_\_ at New Delhi and concluding on \_\_\_\_\_ in Bangalore.

### **ICMIS agrees to provide the following services in relation to the running of this program:**

- Arrange for airport transfers of the group in New Delhi, Jaipur & Bangalore

#### **IN BANGALORE**

- A one-day City Tour of Bangalore (“City Tour”)
- Organize and conduct a hybrid course broadly covering aspects of the Indian economy, financial markets, accounting standards, political system etc, approximately equivalent to 12 hours of class contact. The course outline and reading material would be finalized after signing of this MOU
- Facilitating 4 to 5 interactions with business organizations in Bangalore, approximately equivalent to 8 to 10 hours in total
- Arrange accommodation for the group from **X University** for the duration of its stay in Bangalore – with students and accompanying faculty accommodated on a single occupancy basis of rooms in 3\* facilities.
- Arrange for Indian vegetarian meals (breakfast and lunch) and non-vegetarian dinner for the students and faculty during their stay in Bangalore
- Arrange for A/C transportation during visits to business organizations in Bangalore and ICMIS campus

#### **ON THE GOLDEN TRIANGLE**

- Organize a 5-days **Golden Triangle Tour covering Delhi, Agra & Jaipur**, inclusive of transportation by A/C surface transport and accommodation (students, and accompanying faculty accommodated on single-occupancy basis of rooms in 3\* facilities).
- Arrange for entry fees and sight-seeing costs

**ON THE EXCURSION TO MYSORE**

- Organize an overnight excursion to **Mysore** for local sight-seeing and cultural immersion, inclusive of transportation by A/C surface transport and accommodation (students, and accompanying faculty accommodated on single-occupancy basis of rooms in 3\* facilities).
- Arrange for entry fees and sight-seeing costs

**X University agrees to provide the following services in relation to the running of this program:**

- Recruitment of student participants. The minimum number of student participants necessary for the program to be held is 4 to 6..
- Collection of participant fees and remittance to ICMIS per wire transfer
- Transfer of funds to ICMIS according to the schedule:

25% on or before \_\_\_\_\_  
 50% on or before \_\_\_\_\_  
 25% on or before \_\_\_\_\_

- A pre-departure orientation to the participants

**PROGRAM COSTS:**

The per-participant cost of the program would be **\$Y USD**.

The cost quoted specifically excludes:

- International airfare.
- Costs of lunch & dinner on tour to Mysore and on the Golden Triangle
- All personal expenses towards laundry, telephone, fax & internet costs
- All tips
- Anything not specifically mentioned in the list of services to be provided by ICMIS

**TRANSFER OF FUNDS TOWARDS TOTAL PROGRAM COSTS would be done via wire transfer per the following details:**

**WIRE TRANSFER INSTRUCTIONS:** .....

**PROGRAM CANCELLATION POLICY**

Once the MOU is signed and exchanged by both parties, the terms and conditions mentioned therein become applicable. **Any cancellation by participants thereafter would attract a penalty as indicated below:**

**Deduction of 50% of total program cost per person before refund, if cancellation is done before \_\_\_\_\_**

**Deduction of 100% of total program cost per person, if cancellation is done after \_\_\_\_\_**

**PROGRAM RESCHEDULING POLICY**

Circumstances beyond the control of either party, including but not limited to natural calamities, security concerns, failure to meet minimum enrollment and travel disruption, may cause the program to be rescheduled,. Each party shall immediately give written information to the other. Should **X University** desire a rescheduling of travel, accommodation, transportation and lectures arranged as per the original schedule, this would attract a Rescheduling Cost of 10% of the total program costs.

**Both parties to this MOU agree to and understand that:**

- No change to this MOU will have any validity unless it is recorded in a new MOU approved by both parties.
- The internal program schedule of classes, field visits and business interactions may be revised at short notice due to any extenuating circumstances
- Any disputes arising between the two parties must be settled within the jurisdiction of India
- This MOU would not be effective until all signatures are affixed below:

#####  
Vice president

Signature: \_\_\_\_\_

On behalf of

Date: \_\_\_\_\_

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Director - Office of International Programs

Signature: \_\_\_\_\_

On behalf of  
**X University**

Date: \_\_\_\_\_