

**MEMORANDUM OF UNDERSTANDING
ON DOCTORATE UNDER JOINT BINATIONAL SUPERVISION (CO-TUTELLE)
RWTH AACHEN UNIVERSITY AND INDIAN INSTITUTE OF TECHNOLOGY MADRAS**

Statement of Purpose

In order to encourage mutual cooperation, RWTH Aachen University and Indian Institute of Technology Madras declare their willingness to commit themselves to the exchange of students pursuing a doctorate degree. While pursuing a doctoral degree at their home university the students will spend a research period at the host university with a home scientific supervisor and a host scientific supervisor jointly supervising their dissertation process.

Arrangements and Funding

RWTH Aachen University and Indian Institute of Technology Madras will implement the collaborative activities envisaged under the MoU, representatives of the Universities may meet periodically to negotiate and conclude project agreements and agreements regarding the joint supervision of doctorates, including their financing.

On successful completion of the joint doctoral examination the doctoral candidate shall be awarded the home university degree and the host university degree. These degrees are given alternate not cumulated.

For each doctoral student an agreement regarding joint supervision of a doctorate will be set up which regulates the respective responsibilities and individual arrangements.

Management and Coordination

The Universities may appoint a representative to promote, coordinate and manage activities under this Agreement.

Accordance with Laws and Regulations

The partner institutions agree to abide by the law and regulations governing in both countries.

Confidentiality

All information and data that may be exchanged, acquired and shared shall be treated as strictly confidential and shall not under any circumstances be divulged by the recipient to any third party without prior consent of the originating party, unless the same has already been in the public domain.

Non-Binding Nature of this Agreement

Despite the statements and obligations expressed herein, this Agreement is a non-binding expression of the current intentions of the Parties, and neither Party will incur nor be bound to any legal obligations or expense hereunder to the other Party until and unless definitive agreements have been negotiated, approved by the necessary management levels of each party and executed and delivered by authorized representatives of both Parties.

Amendments

This Agreement may be amended or modified by mutual consent and the exchange of letters between the two parties.

Duration and Termination

This Agreement shall be effective upon the date of last signature by the heads of both universities and shall be in force for 5 years.

This Agreement may only be renewed if the parties agree in writing on a renewal.

This Agreement has been duly signed by/on:

Date: 10.12.2015

Date: 14.10.15

For RWTH Aachen University

For Indian Institute of Technology Madras



Univ.-Prof. Dr.-Ing. E. Schmachtenberg
Rector

Prof. Bhaskar Ramamurthi
Director





**Doctoral Exchange Student Agreement
on Joint Thesis Supervision**

between

RWTH AACHEN UNIVERSITY

and

INDIAN INSTITUTE OF TECHNOLOGY MADRAS

Between

RWTH Aachen University, Templergraben 55, 52062 Aachen (Germany)
hereinafter referred to as "RWTH"
represented by Prof.Dr.-Ing. Ernst Schmachtenberg, Rector,

and

*INDIAN INSTITUTE OF TECHNOLOGY MADRAS, C/O The office of International
Relation and represented by Dean, International & Alumni Relations,*

jointly referred to as the '**the partner institutions**'

and

- *[insert name of doctoral student]* , hereinafter referred to as 'the doctoral
student',

in which the aforementioned parties are jointly referred to as '**the parties**',

- conforming to the regulations in force in Germany,
- conforming to the regulations in force in India

and in due observance of the readiness on the part of professors *[insert name of RWTH's
doctoral supervisor]* (RWTH) and *[insert name of IITM doctoral supervisor]* (IITM) to
assume supervision of the joint thesis sponsorship as thesis advisors

the following has been agreed:

Article 1 – JOINT THESIS SUPERVISION

The partner institutions hereby agree that they shall assume joint responsibility for the supervision of the doctoral student's doctoral research project, the organisation of the doctoral examination and the joint award of a doctoral degree.

Doctoral student's personal details:

Surname and first name:

Official address (for correspondence):

Date of birth:

Place of birth:

Nationality:

Email:

Article 2 – SUPERVISION OF THE DOCTORAL STUDENT

The doctoral student shall be supervised by the following thesis advisors:

- At the RWTH:
 - Name: *[insert title, first name, surname]*
 - Faculty or Department:
 - Position:
 - Email:
- At Indian Institute of Technology Madras:
 - Name: *[insert title, first name, surname]*
 - Faculty or Department:
 - Position:
 - Email:

The two thesis advisors undertake to assume fully their responsibilities as the doctoral student's supervisors, which includes holding consultations when required so as to be able to assess the progress being made in the research project.

Article 3 – ADMISSION TO DOCTORAL STUDIES – DOCTORAL THESIS SUBJECT

The doctoral student has met all entry requirements for admission to a doctoral program at both partner institutions and will be admitted to the doctoral program by both partner institutions:

- At the RWTH:
 - Admission to the doctoral program "Center for Doctoral Studies"
 - on the following date: *[at the RWTH: insert Faculty Council meeting date]* up to *[insert date]*
- At Indian Institute of Technology Madras:
 - admission to the doctoral program in *[insert official title of the doctoral program (discipline)]*
 - on the following date: up to *[insert date]*

The subject of the doctoral thesis is:

[insert thesis subject]

The thesis may be finished up to *[insert date]*

Article 4– ENROLMENT AND REGISTRATION FEES

The doctoral student will be admitted and required to enrol concurrently at both institutions from the moment this agreement takes effect for the full period of candidature.

If required, he/she will pay tuition fees to his/her Home Institution throughout the duration of the JPD, including the duration of study at the Partner Institution following the Home Institution fee structure.

At RWTH:

He/she is required to (re-)register as a doctoral student at the RWTH and to pay the fixed social contribution for student services (Sozialbeitrag), short “student servicefee”, for each semester, during which he/she is pursuing his/her doctoral studies mainly at RWTH. Enrolment is compulsory from the moment this agreement takes effect.

Before leaving to spend an academic year at IITM, the doctoral student enrolled at RWTH is required to apply for an academic leave of absence.

AT IITM

Doctoral students enrolled at IITM are subsequently selected by joint selection within six – twelve months of enrolment by any means including exchange of data pertaining to the students, such as video conference or reference letters. Students, who are thus admitted into the joint doctoral programme (JDP), will have the collaborating faculty members who selected them as their academic supervisors.

The academic supervisor at the Home Institution will be the main academic supervisor and the other from the Partner Institution will be the co-academic supervisor.

The minimum of and maximum (if applicable) total duration of the program will be governed by the rules of the Home Institutions.

If IIT Madras happens to be the Home Institution, the student would be entitled for HTRA- Half Time Research Assistantship as per Institution Rules.

If IIT Madras happens to be the Host Institution, the visiting JDP scholar would be paid a monthly stipend by IITM sufficient to cover living expenses on campus.

Article 5 – AWARD OF THE DEGREE

If the doctoral student has passed the joint doctoral examination successfully, he or she shall be awarded a joint degree by the partner institutions conferring the following degrees which are given alternate not cumulated:

- Doktor *[insert title of degree]*
- Doctor *[insert title of degree]*

The diplomas shall be signed by the heads of the partner institutions, mentioning the joint sponsorship of the degree.

Article 6 – INSURANCE COVER

The doctoral student undertakes to take all necessary steps in order to arrange health insurance, insurance cover against physical injuries and third party liability whilst performing

his or her duties within the framework of the doctoral research project at the two partner institutions, in accordance with the national and institutional rules and regulations in force.

Article 7 – RESEARCH AT PARTNER INSTITUTION

The doctoral student shall spend alternate or consecutive research periods at both partner institutions. The institutions jointly decide the anticipated number and duration of stays in both institutions for the preparation of the thesis as follows:

RWTH: *[insert dates]*

IITM: *[insert dates]*

Doctoral students shall spend a minimum of one year at the Partner Institution working under the supervision of their academic supervisor at the partner institution, and taking courses if required to do so by the DC (Doctoral Committee)

Each doctoral student will be entitled to the leave benefits (if any) available at Home Institution.

Article 8 – FINANCIAL PROVISIONS

Any contribution towards the costs related to periods of research spent at the partner institution, attendance of national and international conferences, the organisation of the doctoral defence, and other costs specific to the doctoral program shall be discussed and determined in mutual agreement between the thesis advisors from each of the partner institutions.

Article 9 – THESIS DEFENCE COMMITTEE

The thesis defence committee set up for the evaluation (doctoral thesis and the defence of the thesis) shall be composed by mutual consent between the partner institutions following the recommendations of the two Deans (or equivalents), in accordance with the regulations in force at the institutions. The examination board shall consist of a minimum of two members from each institution.

Furthermore it consists of:

- at least four members including both thesis advisors
- at least 50 % of professors or equivalent
- same number of persons from both countries
- the president of the jury/committee must be a professor or equivalent

RWTH: The Dean names two reviewers for the evaluation of the thesis, one of them being the German thesis advisor. In addition, an oral examination is carried out on the subject of the thesis and other fields studied during the preparation of the thesis.

IITM : The Dean names two reviewers, excluding the thesis advisor. In addition an oral exam (Synopsis) will be conducted. Satisfactory performance in the oral exam is a prerequisite for submitting the thesis.

The two institutions, by means of the Deans, exchange any piece of information and documents relevant to the organisation of the joint sponsorship described in the present agreement.

Article 10– DOCTORAL THESIS DEFENCE

The public defence of the doctoral thesis shall take place at one of the partner institutions (in principle this is the home institution) but is recognised by all institutions involved. In the present case the public defence will take place at *[insert name of institution and anticipated date]* .

Article 11 – LANGUAGE

DOCTORAL THESIS:

The doctoral thesis shall be written in English.

An abstract of the doctoral thesis shall be supplied in English.

DEFENCE:

The defence of the doctoral thesis is to take place in English.

The grades for thesis and defence will be assigned under the rules of the doctoral regulations of *[insert faculty]* of RWTH and Indian Institute of Technology, Madras.

Article 12 – PROTECTION OF RESEARCH RESULTS AND PROPERTY RIGHTS

Intellectual property ownership will be in accordance with the respective policies of each of the partner institutions with due credit to the inventors.

Therefore the protection of the research results arising from the doctoral research project, as well as any matter related to filing them, making them accessible, their publication and exploitation shall be discussed and agreed by the partner institutions and be in accordance with the national and institutional regulations in force.

Article 13 – COMMENCEMENT AND VALIDITY OF THE AGREEMENT

The present agreement relates to the overarching MOU and Joint Thesis Supervision of the Parties signed on xx and shall take effect on *[insert date]* and expire on *[insert date]* at the latest.

In the event the doctoral student has failed to defend his or her doctoral thesis before this date, the agreement may be extended by common consent.

Article 14 – VALIDITY OF THE AGREEMENT AND SETTLEMENTS OF DISPUTES

The stipulations of this agreement may not conflict with the provisions of the regulations at the RWTH, nor with the supplementary faculty regulations regarding the conferring of doctoral degree at the RWTH faculty where the doctoral project takes shape.

The stipulations of this agreement may not conflict with the provisions of the regulations at IITM. The prevailing regulation for withdrawal and termination of candidature for the joint doctoral program at the doctoral student's Home Institution shall apply.

Withdrawal and termination of any doctoral student must be supported by both his/her Home Institution and Partner Institution. In any event, the DC would advise the doctoral student on an appropriate course of action to take, which would be in the best interest of the doctoral student.

Drawn up in Aachen in four original copies, *[insert date]* ,

Univ.-Prof. Dr.-Ing. E. Schmachtenberg
Rector RWTH Aachen University

Prof. Bhaskar Ramamurthi
Director, Indian Institute of Technology Madras

Univ.-Prof. Dr.
Dean

Prof. R. Nagarajan
Dean IAR

Univ.-Prof. Dr.
Academic supervisor

[insert partner institution's equivalent]

[insert name of doctoral student]
Doctoral student