

MEMORANDUM OF UNDERSTANDING

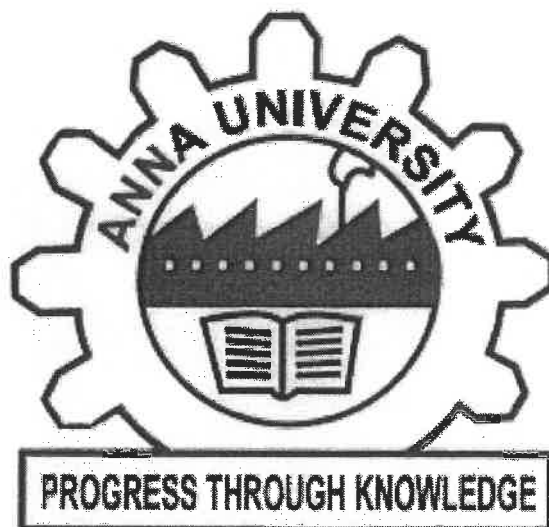
Between

LETOURNEAU UNIVERSITY, USA



and

ANNA UNIVERSITY, CHENNAI, INDIA





**LETOURNEAU
UNIVERSITY**

Memorandum of Understanding

Between

LeTourneau University and Anna University



Representatives of **LeTourneau University (U.S.A)** and **Anna University (India)** have discussed the desirability and feasibility of an interactive relationship designed to strengthen the bonds between the two institutions. This agreement is intended to help facilitate an international exchange of educational and developmental programs. Conceived as a continuing relationship, the agreement is expected to be formally reviewed periodically to assure that both parties are sufficiently benefiting and that desirable modifications are introduced.

Objectives:

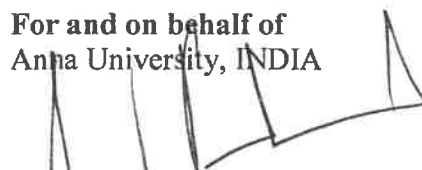
1. To cooperate in the further development of the institutions, especially with regard to academic programs.
2. To broaden the experience of faculty and students of the institutions, providing them with opportunities for increased cultural understanding.
3. To encourage the expansion of international understanding and cultural ties between citizens of both universities.

Operations:

1. When appropriate, the institutions agree to exchange information, faculty, and students.
2. The institutions will formulate specific action agreements to assist in creating and operating cultural activities.
3. The institutions will explore ways and means to develop mutually beneficial academic programs.

This Memorandum of Understanding, as well as succeeding plans of operation, shall be effective after approval by the appropriate authorities of both institutions. This Memorandum of Understanding shall be effective for three years after signing. Either party may terminate the agreement by serving written notice six months prior to the anticipated termination date.

**For and on behalf of
Anna University, INDIA**


Mr. Sunil Paliwal, I.A.S.
Chairperson
Convener Committee

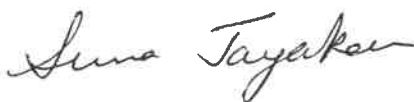

Prof. S. Ganesan
Registrar


Prof. N. Rajendran
Director
Centre for International Affairs

Date :



**For and on behalf of
LeTourneau University, USA**



Ms. Suma Jayakar
International Recruitment Specialist
LeTourneau University

Date :



**Partnership Agreement
between
LeTourneau University, U.S.A. and Anna University, INDIA**

I. Preamble

LeTourneau University was originally founded on the philosophies of Openness, Sharing, and Service. Sharing in this desire to not only educate and train students, but also to instill lasting virtues, LeTourneau University wishes to carry out their mission of "Every Workplace, Every Nation" by extending this partnership agreement to Anna University.

The Parties to this agreement are:

LeTourneau University, U.S.A. and Anna University, India.

LeTourneau University, U.S.A. (LETU) and Anna University (AU) hereby agree to cooperate in the areas identified below to develop mutually beneficial projects in a spirit of long-term cooperation and friendship.

It is further agreed that as each specific program (project) is developed, a separate agreement between both entities will be generated to cover the details of the project, including aims, objectives, responsibilities, financial aspects, quality assurance aspects and all other relevant matters.

II. Description of Program(s)

This Partnership Agreement relates to the following areas of potential program collaboration:

1. Faculty Exchange/ Visiting Faculty

By mutual consent, the parties may invite prominent professors and experts from each university to lecture in the other.

2. Special Non-Credit Program

Students from Anna University will be granted permission to participate in LETU's short-term language and cultural programs.

Students from LETU will be granted permission to participate in Anna University's short-term language and cultural programs.

3. Student Exchange

LETU and Anna University agree to exchange students and to maintain the overall responsibility for coordination of exchange programs (see Appendix B).

III. Terms Modification, Renewal, Termination of Agreement

III.I Each individual project will be subject to the final approval of the appropriate authorities in each of the participating organizations, and each party is responsible for ensuring that any internal procedures are satisfactorily completed and any necessary authority is gained before proceeding with the implementation of an agreed upon project. Any specific provision of a project of cooperation involving expenditures by either party will depend on further written provisions between the parties.

III.II This Partnership Agreement shall be in effect from the date of its signing and be valid for the duration of three (3) years from that date, and will be automatically reviewed on an annual basis thereafter, unless terminated or replaced with a new Partnership Agreement. Amendments to this Partnership Agreement can only be written by mutual consent of the two parties. If a mutual agreement cannot be reached regarding an amendment to this Partnership Agreement, either institution may withdraw from the agreement and the agreement will be terminated. This Partnership Agreement may be terminated by either party by written notice at least six (6) months in advance. In case the Partnership Agreement ceases to be in effect, any participating candidates will be granted the right to complete their current program with the host institution.

IV. Legal Considerations/ Statements

IV.I Both parties agree not to disclose information provided by the other party clearly marked as confidential information and any information derived from such confidential information.

IV.II LeTourneau University is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award associates, baccalaureate, and masters level degrees. Anna University is not accredited by the Commission on Colleges and the accreditation of LeTourneau University does not extend to or include Anna University or its students. Although LETU accepts certain course work in transfer toward a credential from Anna University, or collaborates in other ways for generation of course credits or program credentials, other colleges and universities may or may not accept this work in transfer, even if it appears on a transcript from LeTourneau University. This decision is made by the institution subsequently considering the possibility of accepting such credits.

IV.III Nothing in the Agreement shall be construed by one Partner Institution as an indemnification of the other for liabilities of a party or third persons for property loss or damage or death or personal injury arising out of the performance of this Agreement. Any liabilities or claims for property loss or death or personal injury by a Partner Institution or its agents, employees, contractors or assigns or by third persons, arising out of and during this agreement, shall be determined according to applicable law.

IV.IV Both parties agree that this Partnership Agreement will be governed by the laws of the state of Texas and Indian laws. The students from India attending the exchange programme will be governed by law of Texas and same way the students of LeTourneau University will be governed by Indian laws in India.

V. Signatories

Having discussed the desirability and feasibility of a collaborative relationship designed to strengthen the collaboration between the two institutions as set forth in this Partnership Agreement both institutions hereunto provide their signatures as witness to their consent. The agreement will come into effect on the day when the last signature is affixed unto it.

LeTourneau University

2100 S. Mobberly Ave.
Longview, Texas
United States of America
75602

Signed on Behalf of LeTourneau
University
Name: **Dale A. Lunsford, Ph.D.**

Designation: President



Signature


Date

Anna University

Sardar Patel Road, Guindy
Chennai 600 025
India

Signed on Behalf of Anna University

Name: **Mr. Sunil Paliwal, I.A.S.**
Chairperson
Convener Committee



Signature

Date

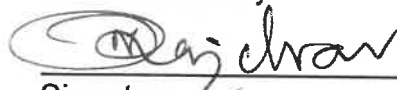
Name : **Prof. S. Ganesan**
Registrar, Anna University



Signature

Date

Name : **Prof. N. Rajendran**
Director, Centre for International Affairs
Anna University



Signature

Date





LETOURNEAU UNIVERSITY

Appendix A

LETU Undergraduate Admissions Requirements

LeTourneau University requires students from Anna University to be in good academic standing and to meet one of the following English language requirements:

- TOEFL PBT score of 500
Or
- TOEFL iBT score of 61
Or
- IELTS score of 4.5
Or
- Complete a LeTourneau University approved Intensive English Program

Additionally, students who wish to attend any degree program at LETU from Anna University will be asked to do the following:

- Complete the Undergraduate Admissions Application.
- Send official English transcripts from Anna University or any other post-secondary school attended (students must have a GPA over 2.0 on the 4.0 scale to be considered for admission).
- Submit two reference forms or letters.
- Provide proof of financial support in the form of a bank statement or other financial document.
- Complete the Immunization/Health record requirements after acceptance, but at least ten days prior to arrival at LETU.
- Send a copy of their passport picture page.

Note: All international students are required to take the LETU English language assessment test upon arrival at LETU. Students may be placed in up to 6 credits of English as a Second Language courses based on this test.



Appendix B

Student Exchange Agreement

LeTourneau University welcomes students from Anna University to study on the Longview, Texas campus and encourages LeTourneau University students to study at Anna University. Both institutions desire to further the cause of higher education by entering into an agreement that will provide an exchange of students, faculty, and cultural ideas.

Students participating in the exchange program will be selected by their home institution. The host institution will accept the students selected by the home institution that meet the admissions requirements outlined in Appendix A, assuming that the selected students have been deemed academically capable and mature enough to deal with the challenges of an exchange experience.

Records of the student's academic performance will be sent directly to the home institution by the Liaison Officer. It will be the responsibility of the home institution to determine how many credit units the student may actually receive for courses taken at the other institution prior to his or her departure. This pre-approval will be the result of collaboration between the liaison officers of both institutions.

LeTourneau University agrees to the following guidelines for receiving Anna University students and for sending LeTourneau University students to study at Anna University.

For Anna University students attending LeTourneau University:

1. Admissions Criteria for Undergraduates (Traditional)

- a. See Appendix A
- b. Each institution agrees to exchange with the other party up to five (5) full time students for one academic year. Alternatively, each institution may have ten (10) students each year with five (5) each spending a single semester at each institution.
- c. If a major/program of student is at capacity, a student may be denied the exchange.
- d. The LeTourneau University Undergraduate Catalog will serve as the official document for all administrative processes and decisions.

2. Financial Responsibility

- a. Each exchange student will pay tuition charges to the home institution, and the students will simply exchange places. An unbalanced exchange of students is acceptable, but not ideal.

- b. Anna University students attending LeTourneau University will be financially responsible for LeTourneau University room and board, books, and any other applicable/course fees associated with attendance.

Anna University students will be financially responsible for their travel to and from LeTourneau University in Longview, Texas and any other personal expenses, including any required medical costs, incurred during their attendance. Proof of medical coverage in the United States will be required and U.S. medical coverage is available for purchase prior to arrival on campus.

3. Academic Advisement

- a. LeTourneau University will provide communication with Anna University students prior to arrival to communicate course availability and agree on course selection. Further, LeTourneau University will work with Anna University in providing course descriptions for use in assessing transfer work from LeTourneau University to Anna University.
- b. LeTourneau University will provide each Anna University student an Academic Advisor who will serve the student during his/her study at LeTourneau University.
- c. LeTourneau University degree seeking students will be given course selection priority over exchange or non-degree seeking students. Therefore, certain preferred courses may not be available to Anna University students.

4. International Student Advisor

- a. LeTourneau University will provide cultural, immigration, and social support to Anna University students through interaction with an International Student Advisor.

5. Campus and Community Expectations

- a. Anna University students attending LeTourneau University are expected to abide by the Student Handbook of LeTourneau University. Any disciplinary measure taken by the Office of Student Life at LeTourneau University will be communicated to the administration of Anna University.
- b. Anna University students participating in the exchange program are required to live on campus and purchase the meal plan.

Anna University agrees to the following guidelines for receiving LeTourneau University students and for sending Anna University students to study at LeTourneau University.

For LeTourneau University students attending Anna University:

1. Each institution agrees to exchange with the other party up to five (5) full time students for one academic year. Alternatively, each institution may have ten (10) students each year with five (5) each spending a single semester at each institution.
2. Exchange students are subject to the same regulations governing admission to and performance in classes as pertain to students in the receiving institution.
3. Each student will pay tuition charges to the home institution, and the students will simply exchange places. An unbalanced exchange of students is acceptable, but not ideal.
4. Each student will pay room and board and other applicable/course fees to the host institution.
5. In order to ensure that the health of each participant will not interfere with his or her ability to participate in the program, a certificate of his or her health will be required as the responsibility of the individual student. Proof of health insurance must be provided before arrival at the receiving institution.
6. Students participating in the exchange program will be selected by their home institution. The host institution will accept the students selected by the home institution, assuming that the selected students have been deemed academically capable and mature enough to deal with the challenges of an exchange experience.
7. Records of the student's academic performance will be sent directly to the home institution by the Liaison Officer. It will be the responsibility of the home institution to determine how many credit units the student may actually receive for courses taken at the other institution prior to his or her departure. This pre-approval will be the result of collaboration between the liaison officers of both institutions.